

Project Manager-City of Chesapeake

\$74,857 – \$99,186; Depending on Qualifications

Chesapeake Public Works is seeking an experienced and highly motivated individual to provide administrative control, such as budgetary and scheduling, and quality control/quality assurance for complex Public Works projects (i.e., buildings, parks, and general construction). Duties include but are not limited to: Develops designs for various types of municipal projects with city personnel or professional consultants. Duties include administering construction contracts to ensure compliance with specifications and all applicable standards, schedules, and managing the City's A/E consultants. Handles all project correspondence and coordinates activities with internal and external agencies. Works with contractors and consulting architects, engineers and/or staff engineers; provide reviews of project progress submittals and contractor payment applications and all administrative elements of construction administration. Monitors project schedules and project budgets. Prepares monthly status reports for the Facilities Division Manager. Investigates contractor claims and provides recommendations to Facilities Division Manager. Coordinates substantial and final inspections, institutes defect period, and follow-up actions during defect period.

Required Qualifications

VOCATIONAL/EDUCATIONAL REQUIREMENT: Requires any combination of education and experience equivalent to a bachelor's degree in construction, civil engineering, or closely related field.

EXPERIENCE REQUIREMENT: In addition to satisfying the vocational/education standards, this class requires a minimum of six years of relevant, full-time equivalent experience.

SPECIAL CERTIFICATIONS AND LICENSES: Requires a valid driver's license and a driving record that is in compliance with City Driving Standards. Depending on position, State and/or City certification(s) and/or a Professional Engineer or Architect License may be required.

SPECIAL REQUIREMENTS: Employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies. Emergency operations support work and work locations may be outside of normal job duties.

Preferred Qualifications

An Architect License and /or Professional Engineer License is preferred, as well as a broad exposure to a variety of municipal capital projects.

Job Open Date: 07/21/2021

Job Close Date: 08/16/2021

Applications may be submitted by visiting the Chesapeake's employment opportunities website at <https://jobs.cityofchesapeake.net/postings/5183>