



CONSTRUCTION MANAGER (0301 Series)

Construction Managers are responsible for the post award management of assigned projects and perform the following duties:

- Review and approval of contractor administrative submittals such as critical path schedules, accident prevention plan, quality control plan, environmental protection plan, etc...;
- Managing the Request for Information (RFI) process to ensure accurate and timely responses;
- Managing the technical submittal process to ensure submittals meet contract requirements;
- Managing the design review process on design-build projects;
- Managing the change order process required to address unforeseen conditions, differing site conditions, design deficiencies, etc....;
- Conducting site visits to monitor construction progress and evaluate contractor job site safety;
- Evaluating and assisting of engineers in resolving unforeseen conditions encountered during construction;
- Conducting incident investigations and prepare reports for the chain of command;
- Coordinating for the installation of telephones and other government furnished equipment;
- Supporting Contracting Officer with change order negotiations, evaluating contractor performance, requesting funds, etc....;
- Utilizing NAVFAC's electronic construction management system (eCMS) to manage projects;

Conditions of Employment

- Must be a US Citizen.
- Must be determined suitable for federal employment.
- You will be required to obtain and maintain an interim and/or final Secret security clearance prior to entrance on duty. Failure to obtain and maintain the required level of clearance may result in the withdrawal of a job offer or removal.