



Title: Construction Manager
Department: Construction Operations
Reports to: Vice President of Construction and Operations
Works closely with: Project Managers, Project Engineers

Position Summary:

The Construction Manager is the lead role for all construction operations work for a Navisun project from initial site mobilization until final completion. The Construction Manager is responsible for understanding and coordinating the onsite work of all Subcontractors; as well as managing Subcontractor relationships as a representative of Navisun. This role is responsible for the management of on-site construction to guarantee a high-quality project, on time, and on budget.

Job Responsibilities:

- Acts as an advocate for Navisun, LLC by promoting all company policies and procedures and promoting a positive attitude towards the goals of each. Must always represent Navisun professionally.
- Help coordinate all activities associated with the overall execution of the project
- Participate in the organization, scheduling, and implementation/coordination of work at project sites.
- Participate in weekly and monthly project review meetings
- Investigation of non-conformance issues and implementation of corrective measures.
- Direct oversight of Subcontractor contractual obligations to complete projects on-time and within budget.
- Continuously communicate with Subcontractors and vendors to ensure contractual dates are met.
- Coordinate consistently and effectively with Project Managers, and any Navisun representatives on site.
- Manage Navisun relationship with Subcontractors to support successful project execution.
- Attend Project Status meetings with project team and Client
- Support project management team to ensure project is constructed in accordance with design, budget, and schedule.
- Partner with Safety leadership to co-sponsor and champion site safety programs, and quality control.
- 80-90% travel expected to perform site assessments and to address project needs.

Job Requirements:

- Bachelor's degree in construction management, civil engineering, electrical engineering, or related area.
- 5+ years of demonstrated success in Construction Management.
- Ability to travel to construction project sites.
- Travel expenses will be equitably reimbursed in accordance with company policy.
- OSHA 30 hr. minimum, First Aid/CPR, SWPPP Training

Skills to Be Successful:

- Knowledge of public and construction safety and security issues and regulations
- Knowledge of technical, administration, and management of all phases of project
- Must be able to read, understand, and apply IFC drawings and job specifications for civil and electrical scope

*There may be additions, deletions and modifications to the qualifications and functions of this job periodically.
Employees must perform all duties assigned to them by management. Navisun, LLC is an Equal Opportunity Employer.*



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- Ability to lead and coordinate others, manage own time, and manage personnel
- Active listening, oral and written communication skills, critical thinking, and reasoning
- Self-motivated, able to learn quickly and independently
- Computer literacy and proficiency using Bluebeam/Adobe, Microsoft Office, and Procore.

Work Environment:

- Work will be conducted primarily out on various project sites.
- Travel will be required for visits to project sites, 80-90%. Travel to project sites will significantly increase during the actual construction of the projects.

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