



EMPLOYMENT OPPORTUNITY

Job Title: Construction Project Manager
Department: Building Maintenance
Job Location: Anahuac
Annual Salary: \$85,307.24 - \$98,088.00 (based on experience)
Application Period: December 6, 2022 - Until Filled

Job Summary: Use drafting skills to produce finished plans and drawings for construction of public works facilities and group presentation. Have effective public relations and customer services skills. Read and interpret blueprints, specification and diagrams.

Duties include, but are not limited to:

- Develop project objectives, concepts and budget estimates within assigned responsibility.
- Develops project schedules and monitors assigned personnel, including contract engineers and consultants to accomplish work.
- Review plans and specifications for assigned projects; acquires and maintains legal documents pertaining to agreements and easements required for project completion; monitors permits.
- Coordinates projects with businesses, utilities, city, state and/or federal agencies and other county departments.
- Coordinates works of contractors working various phases of projects; monitors project schedules and supervises contract engineers, consultants and contractors as directed by the Director of Building Maintenance and Construction to accomplish completion of projects.
- Performs such other related duties as may be assigned.

APPLICANTS MUST MEET THE FOLLOWING QUALIFICATIONS:

1. A valid Driver's License with a good driving record;
2. BSBA Degree from accredited college or university and two years experience in construction, engineering or project management.
3. Experience may be substituted for degree with four (4) years accomplished work history in civil CADD design municipal engineering and project management.
4. Any applicant conditionally selected for this position will be required to submit to a physical, background and drug testing, before commencing employment;

Please apply at:

Human Resources Department
404 Washington Ave
Anahuac, TX. 77514
409.267.2457
Fax: 409.267.8471

Employment@chamberstx.gov