



AGVIQ LLC
 Office of Human Resources
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CONSTRUCTION MANAGER	
Approved Date: 2023	
Job Code: #####	FLSA : Exempt

JOB SUMMARY:

Site Supervisor / Superintendent is a project hire, full-time position that will work remotely throughout the United States located at various project sites. The Candidate will provide onsite supervision of environmental remediation and/or construction projects to ensure compliance with contract requirements. Projects may include earthwork; demolition; installation and operation of treatment systems; civil construction with a primary focus on environmental remediation.

Work will include oversight, inspections, evaluations, documentation, and reporting for environmental remediation and/or construction projects. Under general direction of the project manager, responsible for supervising and directing site activities within assigned discipline or area on Government Environmental Remediation or Construction Related Projects.

*The following duties are intended to provide a representative summary of the major duties and responsibilities and **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

REPRESENTATIVE DUTIES

- Receives technical and operational supervision from assigned project managers, or other designated supervisors.
- Oversee job site personnel and subcontractors engaged in planning and execution of the work.
- Prepares reports and forecasts, Assists Project Managers in the preparation of construction methods, schedules, manning charts, material, and equipment requirements.
- Schedule and coordinate various phases of construction to meet project schedules and avoid downtime and delays.
- Read, interpret, and understand contract drawings, specifications, reference codes and standards, and make suggestions and coordinate modifications in workflow or means and methods.
- Ensure all work is in compliance with contract requirements.
- Identifies any issues with the work and resolves any differences in a timely manner.
- Prepare and/or review reports on progress, materials used, and costs.
- Work with the site personnel to determine, communicate, and document deficiencies and ensure they are corrected in a timely manner.
- Complete Daily Field Reports.
- Ability to document and maintain red-line as-builts.

- Writes clearly and informatively; presents numerical data effectively; able to interpret written information.
- Communicates clearly, calmly, and persuasively in positive or negative situations, listens, and gets clarification, and responds well to questions.
- Ensure company employees and subcontractors are adhering to the corporate and site-specific safety plans.
- Identify site safety hazards and safety compliance issues and take necessary action to eliminate or minimize them.
- Run site safety meetings and subcontractor orientations.
- Maintain applicable safety reference materials on the job site and maintain a safety and health deficiency tracking system that monitors outstanding deficiencies until resolution.
- Coordinates with AGVIQ procurement department to insure timely and compliant materials purchasing and delivery.

Performs other duties as assigned.

Experience, Education

- Minimum of 10 years' experience in construction and/or environmental remediation with at least 5 of those years overseeing remediation and/or construction activities at a site management level.
- Or 4-year bachelor's degree or associate degree in engineering, construction management, or related field with at least 5 years field experience in construction and/or environmental remediation.
- Demonstrate initiative and the ability to problem solve.
- Identifies and resolves problems in a timely manner.
- Comfortable in a dynamic environment.
- Speaks clearly and persuasively in positive or negative situations, listens, and gets clarification, and responds well to questions.
- Writes clearly and informatively; presents numerical data effectively; able to read and interpret written information.
- Proficient with Microsoft Office and computer software used in the construction field.
- Must pass background check/drug test.
- Knowledge of fundamental site safety protocol.
- Ability to obtain and maintain access and clearance for Federal Installations.

KNOWLEDGE and SKILLS

- Must be familiar with the requirements of EM-385-1-1 and have experience in the areas of hazard identification and safety compliance.
- Proficient in Microsoft Office software such as Word, Excel, Outlook, Project, Power Point and Adobe
- Quality Control experience
- Federal project experience.

PREFERRED EXPERIENCE QUALIFICATION

- 40-hour Hazardous Waste Operations Emergency Response as specified in 29 CFR 1910.120.
- 8-hour Hazardous Waste Operations Refresher as specified in 29 CFR 1910.1200.
- USACE Construction Quality Management for Contractors Certification.
- OSHA 30-hour Supervisor
- CPR and First-Aid Trained

ADDITIONAL REQUIREMENTS

Adaptability and ability to respond quickly and accurately are required.

Assignments will typically occur in an outdoor environment.

with commensurate inclement weather conditions.

Climbing, lifting, and extensive walking can be expected.

MINIMUM PHYSICAL REQUIREMENTS

The following demands are representative of those that may be encountered during execution of typical duties. An outdoor environment will be prevalent, and duties may include climbing, lifting, and extensive walking.

Travel:

Travel will be required; Up to 100% depending on location.

Paid Per Diem and Lodging during travel assignments.

Company vehicle provided during travel assignments.

This job description is not an employment agreement or contract. Management has the exclusive right to alter this job description at any time without notice.

We are an Affirmative Action/Equal Opportunity Employer and employment selection decisions are based on merit, qualifications, and abilities. We do not discriminate in employment opportunities or practices on the basis of: race, color, religion, national origin, age, sexual orientation, gender identity, disability, veteran status or any other characteristic protected by country, regional or local law.