PUBLIC WORKS & ENVIRONMENTAL SERVICES

Capital Project Management Supervisor (Construction Management Division)

Location US-FL-Fort Lauderdale

Salary: $100,934.03 - $161,090.90 Annually
Location: Fort Lauderdale, FL
Job Type: Full-Time
Job Numbers: 1414184 and 1414296
Department: Public Works & Environmental Services Dept.
Closing Date: This announcement will remain open until a sufficient number of applications are received and may close at any time.

These positions require the individual to be on-site in Broward County, Florida Monday to Friday each week. These positions may require the employee to perform Emergency Management Responsibilities.

Links:
To Apply (Description, Benefits, Questions):

- https://www.governmentjobs.com/careers/broward?department[0]=PW%20Constr%20Mgmt%20Cap%20Proj%20Mgmt&sort=PostingDate%7CDescending

Overview:
The Public Works Department, Construction Management Division, consists of a select group of architects, engineers, and construction professionals that direct the planning, design and construction process for new and large renovation projects for Broward County, excluding airport and port projects. These advanced full-time positions serve as the lead supervisor in the management of construction of complex capital vertical projects and a variety of designs. These exciting and challenging positions will assist the Division Director and Assistant Director in planning, assigning and reviewing the work of the professional staff of Project Managers. Strong communication skills related to informing direct supervisors, County Administration, and elected officials are required. Candidates should possess extensive experience in the planning, programming, design, procurement, documenting and construction administration of projects as well as the oversight of multiple consulting professionals, contractors and others.

What these jobs entail:

- Performs advanced professional and administrative work with supervisory responsibility in the management of design and construction projects for the County.
- Works under administrative supervision, developing and implementing programs within the County's organizational policies. Regularly reporting major activities to executive level administrators through face-to-face meetings and reports.
- Meet with subordinates to review the status of their assigned projects. Prepare annual job performance evaluations for all subordinates.
- Coordinate stakeholders including County user agencies, County Attorneys, Purchasing, Small Business Division, internal and external building departments, FDOT, and other regulatory agencies.
- Supervises Project Managers and Engineering Technicians; performs reviews and oversight of projects managed by subordinates; review plans and specifications, pay applications, change orders, consultant invoices, and applicability of all deliverables with the Florida Building Code and Public Procurement compliance.
- Manage and monitor design consultants and construction contractors. Develop, negotiate, and administer design consultant and construction contractor contracts, master plan studies, contract amendments, change orders, and work authorizations. Supervisors should expect to spend 25% - 30% of their time overseeing active construction projects from kickoff through final completion.
- Conduct meetings with consultants and contractors to review progress of work and manage all aspects of a project. Review and approve invoices and payment requests from consultants and contractors. Assist in the preparation of fiscal year project budgets.
- Review project progress and resolve design and construction related issues. Negotiate scopes of work and fees with consultants. Estimate project design and construction costs.
- Assist with contract development and the bidding process. Review bids for conformance with construction documents. Monitor consultant and contractor adherence and performance with executed contracts.

- Establish and implement Quality Control / Quality Assurance (QA/QC) programs and procedures for all projects under a supervisor's oversight, consistent with Division standards.
- Carries out special assignments as requested by the Division Director. Management may assign additional work functions as necessary related to this type of work.
- During Emergency conditions, all County employees are automatically considered emergency service workers. County employees are subject to being called to work in the event of a natural disaster, such as a hurricane or other emergency situation where they will be expected to perform emergency service duties as assigned.

Experience/Preference:

- Five (5) years of extensive experience as a high-level project manager in government contract procurement, large-scale ($15 million+) vertical construction projects, and experience in public sector construction project management
- At least five (5) years of experience in accounting principles relative to project budget and costing adherence
- At least five (5) years supervising and managing all phases of multiple vertical mid-scale construction projects concurrently.
- At least five (5) years of experience in government contract procurement and management of complex, large-scale vertical construction projects and experience in public sector construction project management.
- At least five (5) years of experience with Building Information Modeling (BIM) and Virtual Design and Construction methodologies

Education & Training:

- Requires a Bachelor's Degree in Architecture, Engineering, Construction Management, Urban Design, Master Planning, or closely related field from an accredited college or university with major coursework in architecture. Master's Degree preferred.
- Requires six (6) years in professional architectural or engineering work, including four (4) years of experience in project management and supervision of staff appropriate to the area of assignment or closely related experience.
- Leadership in Energy and Environmental Design (LEED) Certification preferred.
- Project Management Professional (PMP) Certification.
- Crime Prevention Through Environmental Design (CPTED) certification and/or Emergency Management certification
- Licensed Interior Designer or NCIDQ certification
- Certified Master Planner

Special Certifications & Licenses:
Current registration as a Registered Architect or Professional Engineer is required at time of application. Architects and Professional Engineers registered in jurisdictions outside of Florida will be considered upon demonstration of the candidate's ability to achieve reciprocal licensure in Florida at the time of hiring.

Americans with Disabilities Act (ADA) and Veterans' Preference Notice Compliance:
Under Section 295.07, Florida Statutes, certain servicemembers and veterans, and the spouses and family members of such servicemembers and veterans, receive preference and priority, and certain servicemembers may be eligible to receive waivers for post-secondary educational requirements, in employment with Broward County and are encouraged to apply for the positions being filled.

International Degree Verification:
International degrees must be evaluated by an approved member of the National Association of Credential Evaluation Services (NACES) www.naces.org/members or the Association of International Credential Evaluators (AICE) https://aice-eval.org/endorsed-members. Candidates are responsible for all evaluation expenses. Completed evaluations do not guarantee employment and are subject to approval by Broward County Human Resources.

County-wide Emergency Responsibilities:
Note: During emergency conditions, all County employees are automatically considered emergency service workers. County employees are subject to being called to work in the event of a disaster, such as a hurricane or other emergency situation and are expected to perform emergency service duties, as assigned.

County-wide Employee Responsibilities:
All Broward County employees must serve the public and fellow employees with honesty and integrity in full accord with the letter and spirit of Broward County's Employee Code of Ethics, gift, and conflict of interest policies.

All Broward County employees must establish and maintain effective working relationships with the general public, co-workers, elected and appointed officials and members of diverse cultural and linguistic backgrounds, regardless of race, color, religion, sex, national origin, age, disability, marital status, political affiliation, familial status, sexual orientation, pregnancy, or gender identity and expression.

Benefits:

- See https://www.broward.org/newhires/Pages/default.aspx for detailed information
- High Deductible Health Plan – bi-weekly premiums: Single $10.90 / Family $80.79 (*Includes a County Funded Health Savings Account of up to $2,400 Annually*) or;
- Consumer Driven Health Plan – bi-weekly premiums: Single $82.58 / Family $286.79
- Florida Retirement System (FRS) – Pension or Investment Plan
- 457 Deferred Compensation employee match
- Eleven (11) paid holidays each year
- Vacation (Paid Time Off) = 2 weeks per year
- Up to 40 hours of Job Basis Leave for eligible positions
- Tuition Reimbursement (Up to 2K annually)
- Paid Parental Leave

Broward County does not accept attachments for this recruitment, including resumes or similar supporting documentation. Please ensure you complete the application in its entirety and include all information you want to consider when applying online.

Please call us at 954-831-4000 if you have any questions.

Additional Information Link:

- http://www.broward.org/careers