



## **ENTRY LEVEL CONSTRUCTION MANAGER**

### **NORTHERN COLORADO AND DENVER METRO AREA**

#### **COMPANY OVERVIEW**

Custom Water Connections is a family owned Fort Collins based company engaged in the installation and repair of water, sewer and stormwater systems. CWC works on both commercial and residential projects and in single and multi-family residential units. Our projects going into 2025 include site work for single family housing developments and site work for commercial buildings. The majority of our work is site utility installation for new construction and involves trenching, excavation, installing pipe and manholes, as well as asphalt and concrete installation and repair. Our current projects are located in the Denver Metro area and Northern Colorado. For more information see [www.customwaterconnections.com](http://www.customwaterconnections.com)

#### **POSITION SUMMARY**

CWC is looking for people who want to improve their skills and advance in the construction industry for this position. The Construction Manager position is a full time entry level position providing managerial support on both commercial and residential site utility projects. The CM will be under the direct supervision of both the company owner and the office manager. The CM will assist in the tasks outlined below, with an opportunity to gain knowledge and skills in the construction industry and increase hours, salary and responsibilities with the company. Work will be both on and off site.

#### **JOB RESPONSIBILITIES** (includes but not limited to)

- Report to Owner and maintain communication regarding all phases of project.
- Participate in the planning all phases of the construction lifecycle from initiation to completion.
- Obtain all necessary regulations and permits.
- Manage and coordinate utility locates
- Prepare and track submittals
- Order necessary ,materials, supplies, tools, and equipment.
- Track and report delivery and use of materials, supplies, tools and equipment and their use per project.
- Provide all information needed for Change Orders to Office Manager
- Makes sure projects are aligned with agreed-upon plans.

- Coordinate with Site Manager and Foreman for use of shared resources, materials and equipment.
- Communicate with clients and deliver project progress reports.
- Attend project meetings and prepare documents as needed.
- Develop and adhere to the budget, timeline, and quality control plan.
- Collaborate with architects, engineers, electricians, and other specialists.
- Write and submit testing and inspection logs, quality assurance reports, and punch lists.
- Ensure compliance with safety regulations and training.
- Ensure that all local, state, and national building codes and regulations and safety precautions are followed.
- Use scheduling and project software to update schedules, track progress, and document project progression.
- Secure material and equipment for bid proposals and projects
- Prepare and process material submittals and RFI's
- Understand scope of project including project plans
- Any additional duties assigned by the owner

## **QUALIFICATIONS**

- Construction Management degree
- Computer skills including excel and adobe
- Ability to travel as required
- Valid driver's license
- Authorized to legally work in the United States
- Experience in construction management software preferred but not required
- Experience in construction work preferred but not required
- Spanish language abilities preferred but not required

## **COMPENSATION AND BENEFITS**

- Starting salary is \$50,300 and will increase after probationary period
- Company vehicle is provided after probationary period
- Resources provides including PPE
- Optional enrollment in Colorado Secure Savings
- Paid trainings
- Positive and inclusive company culture
- Opportunity for growth and development
- Safety focused company
- Family owned company

## **APPLICATION INSTRUCTIONS**

- Interested candidates please send a resume and cover letter to:  
[office@customwaterconnections.com](mailto:office@customwaterconnections.com)
- Please direct any questions to the above email or by calling Kimberly at 970-308-1184