

Construction Supervisor

Position Summary:

New West Partners is compiling a high performing team to successfully build a growing portfolio of custom designed homes and mixed commercial use. Our goal is to be Summit County's preferred developer and custom home builder. The Project Supervisor is responsible to oversee and manage the building process from pre-construction planning through Certificate of Occupancy and completion of any punch list items. This position will report to directly to Operations Manager.

Duties and Responsibilities:

1. Troubleshoot and become thoroughly familiar with preliminary and construction drawings, designer layouts/ specs, and client expectations.
2. Create, manage, and update project schedule as any/all changes that occur.
3. Become familiar with preliminary and construction budgets, provide any value engineering alternatives, and manage entire scope of projects to meet or beat approved budget.
4. Coordinate and manage all subcontractors and vendors to efficiently meet scheduling deadlines, meet NWP's standard of quality, and be the first line of communication for any dispute resolution.
5. Maintain a clean, safe and organized worksite, ensuring the possibility for all trades and vendors to produce their finest work in the most efficient manner.
6. Assist in the procurement of all necessary permits, licenses and approvals necessary for the project.
7. Adhere to all relevant building codes, energy codes and neighborhood association ordinances.
8. Coordinate all inspections from start to Certificate of Occupancy.
9. Coordinate and complete project punch list.
10. Maintain positive and strong relationships with all subcontractors, vendors, architects, and clients.
11. Maintain written record of any/all changes or conversations with clients, subcontractors, designers, engineers, architects or NWP leadership team.
12. Coordinate all material delivery and returns in an efficient manor to stay one-step ahead of the project schedule and subcontractors needs.
13. Protect materials in a dry and safe manor to reduce damage, minimize costs, while keeping site efficient and uncluttered.
14. Be the direct liaison between NWP, architect, designer, vendors, subs and clients.
15. Provide regular progress updates and pictures for clients in *Co-Construct*.
16. Constantly be forward thinking on ways to improve safety, efficiency, and course client satisfaction.



Qualifications:

1. Relevant construction experience, knowing the processes, the governing agencies, and the macro environment in which NWP's competes.
2. Possess management, planning, and problem-solving skills necessary to coordinate all aspects of efficiently completing construction projects.
3. Positive work style and attitude, strong interpersonal skills and ability to create and maintain effective working relationships.
4. Strong communication skills, clear, concise written and oral.

Performance Management:

1. Objectives/projects will be set by Partner, Operation Manager. Performance will be reviewed and discussed after completion of each project.

Interested candidates, please send a resume and cover letter to:

Michael Costello
Operations
New West Partners
mike@nwpartners.net

Project Location:

Telluride, Colorado

Salary:

TBD

Starting:

Summer 2022

