

Construction Manager

LOCATION: AZT Corporation
16600 Dallas Parkway
Suite 300
Dallas, TX 75248

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Perform demographics analysis to identify locations for construction projects such as child care centers, shopping complexes and office buildings. Assist in conceptual development of construction projects and project organization, including scheduling, vendors, supplies, budgeting, cost analysis, and project implementation. Supervise and direct all phases of construction projects and coordinate site development projects by the endorsement of optimum construction methods and strategies; Projection of realistic work timetables; Preparation and submission of work orders; Review and approval of change orders, and negotiation with contractors; Instruction and supervision of construction personnel and activities onsite; Ultimate securing of the certificate of occupancy. Plan and organize activities related to re-development projects using expertise in complicated blue-print reading in order to gain accurate understanding of architect's intent. Interpret building specification properly for material suppliers, building officials and banks, loan agencies. Perform demographics analysis and constructing spending within proposed site; and GIS-type of software tools. Evaluate, coordinate, and manage multiple projects to meet daily and weekly deadlines. Provide timely communication and collaboration with diverse groups of individuals and stakeholders throughout the life of the project including supervisory personnel, owners, engineers, contractors, construction workers, and/or design professionals to discuss and resolve matters such as work procedures, construction plans and problems. Interface with investors and tenants lacking background knowledge of the industry. Develop and utilize knowledge of each City Planning and Zoning Division, Department of Buildings, and Construction and Safety Department requirements. Procure appropriate building permits to Ensure compliance requirements are met Maintain site compliance with all Permits and Licenses, Building and Safety Codes, Environmental & Land-use Standards and Regulations. Monitor project progress including evaluation of complaints from all sectors; response to work delays; project adjustment to resolve issues expeditiously; and arrange new or modified plans in response to excusable and in excusable delays. Maintain quality control procedures for each project by overseeing budget, time, and project resource requirements to increase profitability. Coordinate safety inspections and ensure construction and site safety and assess and minimize risk. **(AZT1)**

EDUCATION AND TRAINING: Position requires a Master's Degree in Real Estate & Construction Management

EXPERIENCE: 1 year of experience in the job offered or as a Real Estate Research Analyst

(Employer will accept any suitable combination of experience, education, or training for the sponsored position).

PLEASE MAIL RESUMES TO:

HR (Attn: Mushtak Khatri) AZT Corporation, 16600 Dallas Parkway, Suite 300, Dallas, TX 75248