

Site Director of Modernization and Construction

Under general direction of the Deputy Superintendent of Administrative Services: coordinate with District's contractors, architects and Coordinator of State Facility Planning and Construction, minimize change orders, insure maintainability, secure the interests of the District in the modernization of existing District buildings, construction of new buildings and addition of modulars, portables and temporary housing needs of the District.

Examples of Duties

1. Works with District's contractors to insure quality of construction projects;
2. Documents changes orders and insures they get added to "as built" blue prints;
3. Works with District's architects to insure that buildings are designed for easy maintenance after construction is completed;
4. Monitors projects to insure the quality of construction;
5. Attends meetings with construction manager, contractor and District staff monitoring projects to insure timely completion, avoidance of delays and identify potential problems;
6. Reviews plans and specifications for District projects to save the District money;
7. Coordinates problem resolution on modernizations with construction team;
8. Coordinates physical plant start up when new schools open or when modernizations are complete;
9. Provides over-site to environmental concerns, lead, asbestos, toxins, molds and air quality issues on site acquisitions, modernizations, new construction and existing facilities;
10. Other duties as assigned.

Desired Qualifications

1. Five (5) years of experience with roofing systems, glazing, plumbing, data systems, phones systems, alarm systems, fire alarms, HVAC, electrical systems, sprinkler system design and operation, and general construction management;
2. Ability to coordinate multiple complex building projects simultaneously;
3. Experience with California bidding laws and California Uniform Public Construction Cost Accounting Act requirements;
4. Ability to work with architects and read blue prints;
5. Hands on experience in construction;
6. Ability to arrange and coordinate the installation and removal of temporary housing while building projects are in progress;
7. Ability to work independently and as a member of a team;
8. Ability to make construction decisions "on the spot" to keep projects from being delayed;
9. Extensive knowledge on environmental concerns involving toxins, lead, asbestos and molds.
10. Knowledgeable about Kings Canyon School District facilities, plumbing, electrical, septic systems, alarm systems and deferred maintenance schedules;
11. Knowledgeable about the state emergency repair program and its funding.

Experience

1. Five (5) years of progressive experience in school maintenance or contractor for school projects or experience with plant operations or related experiences;
2. Experience in coordination of school building projects.

Education

1. Minimum of a High School diploma required;
2. Post High School Training in construction;
3. Training in toxins and removal procedures.

Education

Valid California Drivers License

Classified Management

225 day contract; and compensation based on experience and education.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk, hear, stand, walk, reach with hands and arms, use hands to finger, handle, or feel objects, tools, or controls; climb or balance; stoop, kneel, crouch, or crawl; and reach above the head and reach forward. The employee is occasionally required to sit.

The employee must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works in high and precarious places. The employee is occasionally exposed to extreme hot and cold temperatures.

The noise level in the work environment is usually moderate to loud.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Adopted 4/1/2008