



Quality Control Manager

JOB DESCRIPTION:

The Construction Quality Control Manager (CQCM) is responsible for managing and performing the daily QC responsibilities of specific projects to ensure the project is constructed in accordance with the established minimum standards. The CQCM role includes direct oversight and review of the entire documentation and physical inspection phase of the work flow process and working with other in-house personnel (e.g.: Project Managers, Project Coordinators etc.) and external personnel to produce and document a quality product. The CQCM reports directly to the Project Manager and the VP of Construction. This position will be based out of Williamsburg, VA and we are currently working on projects across the U.S.

ESSENTIAL FUNCTIONS:

- Minimum of 5-10 years construction experience on construction quality control
- Have a thorough and complete knowledge and understanding of the contract, each subcontract and the plans and specifications in order to assist the Project Manager in development of the on-site procedures
- Create, update and maintain the project submittal log and all other project specific quality control reports
- Review shop drawings and submittals for conformance with project specifications by direct review and by leveraging the knowledge and experience of others in the project team when necessary
- Chair and document weekly QC meetings with the superintendent and provide written minutes as described in project specific contract documents
- Provide daily QC reports that reinforce activities that are being constructed in conformance with each specific project's established standard and constructively confronts non-conformances to produce the desired outcome in a timely manner
- Conduct preparatory, initial and follow-up meetings to establish an understanding of the standards of care desired for each definable feature of work
- Verify and document that all materials received for the project are in conformance with the approved submittal, are handled and stored appropriately and are acceptable for use in the project
- Coordinate and document the testing and commissioning of building systems
- Perform quality control testing and inspection in adherence with contract requirements and company best practices

QUALIFICATIONS:

- Minimum 5-10 years' experience in the construction industry with a general contractor engaged in general building construction
- Knowledge of a wide range of construction materials, methods, and techniques
- Combination of high school diploma with QC experience and certifications will be considered
- U.S. Army Corps of Engineers "Construction Quality Management for Contractors" Certification
- Proficient with computer software used in the construction industry
- OSHA 30-hour certification
- OSHA HAZWOPER



- Must have knowledge of EM 385
- CPR/First Aid certification
- Ability to speak clearly and exercise good judgment.
- Ability to work under pressure.
- Ability to work remote locations
- Ability to travel and move depending on project locations

If you are interested in this position, please e-mail resume and cover letter to careers@leebcorservices.com.