POSITION ANNOUNCEMENT

TITLE: FACILITY REHABILITATION SPECIALIST DEPT: RESEARCH/ PRTC

REG ☑ TEMP ☐ FULL TIME ☑ PART TIME ☐

STARTING RATE or SALARY RANGE $23.00-$30.00
Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater. All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.

INTERNAL POSTING THROUGH: July 16, 2024* CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

*Located in Playas, NM

JOB SUMMARY:
The Facility Rehabilitation Specialist is responsible for overseeing and managing a variety of construction projects, including house rehabilitations, masonry projects, plumbing projects, and drywall projects. This role involves leading a team of both skilled and unskilled laborers, ensuring that all projects are completed on time, within budget, and to the highest standards of quality and safety.

JOBS FUNCTIONS:

Project Management:
- Plan, coordinate, and supervise all phases of assigned construction projects.
- Develop project schedules and ensure timely completion of tasks.
- Monitor project budgets and manage resources efficiently.
- Conduct regular site inspections to ensure adherence to plans, specifications, and safety standards.

Team Leadership:
- Lead and manage a diverse team of skilled and unskilled laborers.
- Assign tasks based on project requirements and team members' skills.
- Provide training, guidance, and support to team members to enhance their skills and productivity.
- Foster a positive and collaborative work environment.

Technical Oversight:
- Oversee house rehabilitation projects, including demolition, framing, and finishing.
- Manage masonry projects, ensuring proper techniques and materials are used.
- Supervise plumbing projects, including installation, repair, and maintenance of plumbing systems.
- Direct drywall projects, including installation, finishing, and repairs.
- Ensure all work meets building codes, regulations, and industry standards.

Communication and Coordination:
- Collaborate with architects, engineers, and other stakeholders to ensure project goals are met.
- Communicate project status, updates, and any issues to management and relevant parties.
- Maintain accurate records of project progress, costs, and any changes.
- Coordinate procurement of materials and equipment needed for projects.

Safety and Compliance:
- Implement and enforce safety protocols to ensure a safe work environment.
- Conduct safety meetings and training sessions with team members.
- Ensure compliance with all local, state, and federal regulations.
- Address and resolve any safety issues or concerns promptly.
REQUIRED QUALIFICATIONS:
High School (or GED) level ability in spelling, grammar, composition and math. Strong knowledge of construction methods, materials, and regulations. Excellent project management and organizational skills. Ability to read and interpret blueprints, schematics, and construction documents. Effective leadership and team management abilities. Strong problem-solving and decision-making skills. Excellent communication and interpersonal skills. Proficiency with construction management software and tools.

DESIRED QUALIFICATIONS:
Formal diploma/certificate/degree program of 6-18 months after high school. Additional technical training or certification is preferred.
- Minimum of 15 years of experience in construction, construction management, or as a general contractor.
- Proven experience leading and managing construction teams.
- Current or previous general contractor license.
- Experience with concrete pour preparation and finishing
- Experience with roofing repair and replacement
- Experience with door and window replacement or installations.

LIFTING REQUIREMENTS:
(f)requently, (o)ccasionally, or (s)eldom

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Apply to: nmtjobapps@npe.nmt.edu