



Universal Compressed Air  
3001 Emrick Blvd., Suite 320  
Bethlehem, PA 18020 USA  
Phone 610-559-7967 Fax: 610-515-0945

## ***JOB DESCRIPTION*** **Construction Manager**

Title/Scope:	Construction Manager/Full-time
Department:	Engineering & Technology
Reports to:	VP – Engineering & Technology
Location:	Center Valley, PA
Date:	February 2023

**Universal Compressed Air** is a privately-owned and thriving high-technology business in Pennsylvania’s Lehigh Valley focused on compressed air systems for industry. UCA brings decades of Industrial Gas expertise to Compressed Air Supply Systems (CAS). Our PIPELINE AIR™ CAS are designed, engineered, built, operated, and maintained to deliver compressed air as a utility and, in every case, an efficient, reliable, and application-tailored solution to maximize savings and optimize the end user’s success.

### **POSITION SUMMARY**

The Construction Manager is responsible for execution of all aspects of construction project management work processes within UCA. This includes responsibility for project team development and management, safety, cost, schedule, customer engagement, and contractor management for project and construction work associated with CAS projects. The position is responsible for ensuring compliance with all relevant UCA Work Practices (EWPs). Responsibilities will also include applying these skills to support ongoing CAS plant operations as necessary and other responsibilities as may be determined by UCA.

To fulfill the requirements of the position, the incumbent must develop close working relationships and work collaboratively with UCA leadership, Engineering and Technology Manager, Project Managers, Project Engineers, Engineering, Procurement and Commercial Team, Customers, Suppliers, Service Providers and Contractors.

The major challenge of the position is to achieve success through working with a diverse team, delivering on cost, schedule and performance for all project and construction work, developing and maintaining a close working relationship with vendors, contractors and customers, and managing safety throughout the project, construction, commissioning and startup.

### **PRINCIPAL ACCOUNTABILITIES**

- Oversee CAS direct construction projects from conception to completion, including start-up and commissioning.
- Review the project in-depth to schedule deliverables and estimate costs.



- Oversee all onsite and offsite constructions to monitor compliance with building and safety regulations.
- Coordinate and direct construction workers and subcontractors.
- Select tools, materials and equipment and track inventory.
- Meet contractual conditions of performance.
- Review the work progress on daily basis.
- Prepare internal and external reports pertaining to job status.
- Plan ahead to prevent problems and resolve any emerging ones.
- Negotiate terms of agreements, draft contracts and obtain permits and licenses.
- Analyze, manage and mitigate risks.
- Ensure quality construction standards and the use of proper construction techniques.
- Create, actively manage, and report on, project schedules addressing all activities from project kick-off through the point of plant onstream supplying product to the customer. Includes assessing critical path and developing and implementing strategies to get the project plan back on track when required.
- Create and actively manage project execution strategies addressing all aspects of the project (team, schedule, engineering/design, procurement, transportation/logistics, cost control, reporting, construction contracting, scope split, unique customer issues, etc.
- Lead the project team (UCA resources, sub-contracted engineering, customer project manager, supplier, and contractor contacts) to ensure project deliverables and commitments are being achieved per plan.
- Manage all aspects of project control for construction projects, regularly forecast project costs, and provide cost and status reports to UCA management. Cost control includes negotiating with suppliers, service provider, and contractors to obtain best/lowest total evaluated cost for UCA. Cost control also includes proactively managing all supplier/contractor claims and UCA back-charges/claims against customers, suppliers, service providers, and contractors.
- Develop and execute construction plans for CAS projects, including contracting strategy, schedules, logistics plans, lift plans, pre-task assessments, and lead contractor selection and development.
- Provide support for on-site management of construction, start-up and commissioning with all required sub-contractors.
- Function as UCA primary interface with the customer throughout the duration of project construction and lead required periodic review meetings and ensure all required contractual commitments are achieved.
- Own and execute the safety program for the Project, ensuring full compliance within industry, UCA, and customer requirements.

## **JOB REQUIREMENTS**

- Proven working experience in construction management.
- Advanced knowledge of construction management processes, means and methods.
- Expert knowledge of building products, construction details and relevant rules, regulations and quality standards.



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- Understanding of all facets of the construction process.
- Familiarity with construction management software packages.
- Ability to plan and see the “big picture.”
- Competent in conflict and crisis management.
- Leadership and human resources management skills.
- Excellent time and project management skills.
- BS degree in construction management, architecture, engineering or related field.
- Minimum 5 years work experience in an industrial construction environment along with field experience in construction, start-up, and commissioning management and supervision.
- Strong verbal and written communication skills along with ability to effectively interface with customers.
- Travel up to 50% of time with extended time at site possible during construction, commissioning, and startup.
- Experience with project scheduling, updating, and reporting using MS Project.
- Experience with construction safety management.

### **COMPENSATION & BENEFITS**

Along with an exciting, growth-oriented work environment, we offer the following:

- Competitive compensation
- 401K with employer contributions
- Medical, dental, & vision plans
- PTO and paid holidays
- Flexible spending account