

JOB DESCRIPTION

Prepared by : CM / MG

Approved by : CM / SK

Position/Designation : Manager – Construction Management	
Department/function : Construction Management	Sub function : Construction Management
Location : Mumbai	Reports To : General Manager
Peer To: : Deputy Manager/Manager	Direct Reports : <input type="checkbox"/> Yes

Job Purpose: To ensure smooth execution of site activities & timely completion of assigned project scope following the quality and safety guidelines set by the organization.

Job Duties and Responsibilities

Accountabilities and Activities

- Study drawings given by consultants / architects & execute them as per plan & propose changes if required
- Foresight site progress & arrange for the resources required (Manpower, Material etc.)
- Monitor contractors work & update the same to the reporting authority
- Prepare daily/weekly site progression reports
- Encourage & execute high quality work & ensure best safety practices are maintained
- Achieve quarterly site targets & ensure timely completion of project
- Create congenial working atmosphere at site
- Efficiently handle labor work force
- Train and coach Supervisors & Junior Engineers to take higher responsibilities & challenges
- Reduction in wastage of resources at site

Dimension / Scope

- End to end site execution from RCC structure to handover

Interactions

- **Internal Interactions**
Stores, Quality, Safety, Design, MEP, Interior
- **External Interactions**
Consultants, Vendors, Contractors, Sub Contractors

JOB DESCRIPTION

Prepared by : CM / MG

Approved by: CM / SK

Competencies

- Excellent coordination skills
- End to End construction knowledge
- Knowledge of various shuttering forms
- Positive attitude
- Target oriented
- Team Management

Job Requirements

Educational Qualification : B.Tech. / B.E. / Diploma – Civil

Work Experience : 10+ years