



Position: Construction Project Manager
Location: Florida
Reports to: Executive Director – Florida

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About SBP

SBP, a leading social impact organization focused on disaster resilience and recovery, **solves the challenges facing at-risk communities** and scales impact with a proven model that brings the rigor of business and innovation to reduce risk, create resilient communities and streamline recovery. By taking this holistic approach, SBP shrinks the time between disaster and recovery in three connected ways—prepare, shape and build:

1. SBP **prepares** individuals, communities and organizations to mitigate risk and speed recovery.
2. SBP **shapes** federal policy and system change and state and local disaster recovery programs to be more efficient and effective.
3. SBP **builds** resilient communities efficiently and effectively and shares our proven model and approach with others.

Position Summary

The Construction Project Manager will oversee field operations and provide daily oversight for housing rebuild projects across Florida. Overseeing a network of subcontractors, the Construction Project Manager will ensure all SBP projects are completed on time, on budget, and to expected quality standards.

Responsibilities

- Manage 15+ active projects. Provide Xactimate based estimates concerning the Estimated Cost of Repair of disaster damaged homes and monitor thorough an inspection process through the completion of the project.
- Create and track schedule in 24-hour increments for each project assigned and ensure that the project stays on schedule. In conjunction with the Executive Director, establish/validate housing quality construction standards.
- Track budget vs actual for each assigned project, identify trends and propose solutions to ensure more accurate budgeting within 5% of projected costs
- Schedule and coordinate subcontracted labor and material deliveries as needed.
- Maintain accurate electronic construction files, gantt charts, whiteboards, and excel tracking documents. Provide weekly updates to the Executive Director on the status and progress of all projects.
- Develop accurate and thorough estimates and scopes of work for newly assigned projects.
- Prepare construction files for close out.
- Provide additional support to Executive Director as needed

Qualifications

- 5-10 years of residential construction experience.
- Knowledge and experience with residential construction activities such as demolition, plumbing,

electrical, interior repairs, roofing, exterior repairs.

- Demonstrated experience in managing the full lifecycle of residential construction projects.
- Familiarity and experience with the Xactimate system.
- Ability to travel in-state, for multiple days at a time.
- Embody the values, mission, and vision of SBP in your communication and interaction.
- Effectively and positively manage multiple projects and people.
- Work productively with limited supervision.
- Commitment to continual improvement (of oneself, supervisees and the construction process). Self motivated and curious.
- Working knowledge of a CDBG-DR housing program a plus.
- Ability to read architectural drawings, estimate projects and develop scopes of work.
- Clear communication skills.
- Must be fully vaccinated against COVID-19 to CDC guidelines and able to provide vaccination documentation
- Pass a criminal history check to include sex offender registry, State and FBI

Salary range: \$65,000 - \$70,000

SBP is building a diverse and experienced staff. The organization encourages multiple perspectives and experiences, supports a multicultural environment, and strives to hire and retain a diverse workforce that reflects the populations we work with and the communities where we work. Our hiring and business practices appreciate the strengths offered through different backgrounds.

SBP is an equal opportunity, affirmative action employer and is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.

It is the policy of SBP not to discriminate against any individual, person, or group on the basis of disability and the intent of SBP to address any complaints that may arise pursuant to Section 504.