

CONSTRUCTION MANAGER

Location: Klang Valley

Nationality: Local

Type: Permanent

Post: 1



Job Summary

- Take a lead of entire construction activities.
- Authority and responsible to overall project planning, coordination, implementation, execution of works and contractual matter related to the project towards completion of the project.
- Attending weekly meeting - SC, HOD, Sub-contractors, SHE committee, PDP CM Planning.
- Assign engineers and supervisors in charge of daily pre-construction, preparation, construction and essential site events.
- Administrative execution of Site Possession, Site Clearing, Site Logistic, Bore Piling, Caisson, Pile-cap and Piers, Road Work, Drainage Work, Earthwork, Temporary Work, Erection of Gantry and Launching of SBGs, Bearing Installation, Fence work at PGA & FRU boundary, Balance Cantilever Box Bridge.
- Consulting survey pertaining to line and levels requirements for reconfirmation preparation and site physical work.
- Seek advice issues related with technical and engineering.
- Confirmation of documents related to construction activities submission and status
- Site Inspection
- Supervising of site activities during non-availability or insufficient of supervisors/engineers.
- Interfacing with M&E planning and site activities
- Take a lead for safety walk-about and recommending of compliance of SHE requirement.
- Review and signing of documents (limited only for construction/technical, construction material and operation manpower).
- Organize receive of material for work site

Roles and Responsibilities

- Lead and responsibilities the entire project management.
- Liaison with client on all project matter.
- Organize project team for the performance of works and verification activities and provide direction and support to the project team.
- Review, establish, control and manage the overall budget.
- Monitor, coordinate and manage the contractual matter and procurement activities.
- Review the performance of works, subcontractor and take initiate necessary action to maintain the project on schedule.
- Authorize and approve all works being performed by his staff in connection to the project.
- Preparation, initiate preparations, review of Method Statement, Work Procedure, Technical Quarries and Shop Drawing. Inclusive of respond to comments by PDP on submitted documents.
- Decide, liaise, coordinating, monitoring (assigning Engineer or Supervisor in charge) of pre-construction, required preparation and field events.
- Organizing and coordinating (sub-contractors and parties involved) of site construction activities and sequences base on issued/approved program).

- Ensuring execution of daily construction activities in accordance with approved MSs/WPs, specifications and compliance of QHSE requirements.
- Monitoring sub-contractors site activities and reporting of construction progress.
- Respond and resolve site issues in relation to construction events.
- Participate in the event of emergency situation at site/work area.
- Advising other departments on issues and coordination pertaining construction process/site activities.

Work Relationship

- Internal Organization: Top management/ all HOD/ Supporting Team/ Technical/ Liaison Manager, M&E Manager, Planning, QHSE, Contract
- External Organization: Clients/Government Bodies/ Consultant/ Subcontractors/ Public/PDP, Grant-Saga/LLM and some Local Authorities

Job Competencies

Knowledge

- Professional certificate in construction.
- Knowledge of project management.
- Good in technical and construction knowledge.
- Knowledge with condition of contract for project.
- Knowledge managing the team and subordinates.

Skills

- Planning and execution.
- Communication and negotiation skills.
- Problems solving skills.
- Decision making skills.
- Conflict management.

Behaviors

- Responsibility and cooperation
- Independent
- Proactive
- Positive thinking
- Good listener and motivate