Construction Quality Assurance Support

Position Overview:

Provides Construction Quality Assurance Support for operations on Camp Lemonnier, Djibouti.

Responsibilities:

- Prepare Quality Assurance Plans and review and recommend approval/disapproval of the construction contractor’s Quality Control Plan.
- Administer the Construction Quality Management Program as required in the construction contract specifications.
- Review and recommend approval/disapproval of the construction contractor’s safety/accident prevention plans.
- Review construction contractor compliance with safety requirements and make recommendations for corrective actions.
- Review and comment on plans and specifications and provide recommendations for technical soundness and practicability from a construction management standpoint during construction contract development.
- Make visits to project sites to obtain information on facility/site conditions and develop recommendations during project development.
- Attend post-award kickoff meetings and pre-construction conferences with Construction Manager.
- Review and recommend approval of progress schedules and technical submittals.
- Perform cost and price technical evaluation on change order proposals that are within the scope of work to highlight hidden and unnecessary costs.
- Provide input to the Government construction manager for preparation of the pre-and post-negotiation documentation.
- Review the coordination of construction operations between contractors, station personnel, and other government agencies and make recommendations for corrections.
- Review construction contractor’s daily reports for thoroughness and accuracy and check daily payrolls for any discrepancies.
- Provide reviewed copy of reports and proposed corrections to Construction Manager.
- Conduct labor standard interviews with construction contractor personnel as required by applicable host nation standards and provide inputs to Construction Manager.
- Monitor ongoing construction to check construction contractor progress and verify compliance with plans and specifications.
• Resolve problems not involving changes to contract value or duration and recommend solutions to the Government construction manager for problems that may result in a change of contract value or duration.
• Monitor the construction contractor’s conduction of required material testing and analysis in accordance with the contract requirements, review for compliance and make recommendations for corrections.
• Review construction contractor invoices for accurate reporting on percentage of work complete and provide input to the invoice reviewing official.
• Monitor construction contractor’s updates to as-built drawings and verify that they are maintained regularly in accordance with contract requirements; verify that a complete set of as-built drawings is turned over at the close of the contract.
• Make reports of any updates that are not completed timely and make recommendations for corrections.
• Verify that the construction contractor provides a complete set of Operation and Maintenance Support Information (OMSI) Manuals and conducts any user training for equipment installed on the project as required by the construction contract.
• Make recommendations for corrections.
• Monitor the closeout process including punch list preparation and completion, testing and start up of major systems, and final acceptance.
• Make recommendations for corrections.
• Prepare cost estimates for construction contract modifications and provide to Government Construction Manager.

Education / Skills and Requirements:

• Technical and practical knowledge and experience (at least 3 years) as an engineering technician, superintendent, or quality control/quality assurance manager or representative on Department of Navy or other Department of Defense Construction Projects.
• Current certification of successful completion of the US Army Corps of Engineers (USACE)/Naval Facilities Engineering Command (NAVFAC) Construction Quality Management for Contractors course.
• Demonstrated knowledge of the NAVFAC three-phase inspection process.
• Demonstrated sound understanding of construction concepts, principles and practices applicable to civil, mechanical, electrical, and/or environmental projects and the design, layout, and supervision of construction operations.
• Demonstrated ability to review and interpret technical engineering specifications and statements of work covering complex and diverse engineering designs or changes to the contract documents.
• Thorough knowledge of construction practices and methods and construction management skills as demonstrated through relevant construction and/or construction management experience.
• Ability to write and speak fluent English in order to provide reports and make presentations to Government personnel.
• Demonstrated ability to monitor construction projects to a successful and timely completion.
• Demonstrated knowledge of Primavera scheduling software and/or other construction scheduling software packages.
• Ability to perform strenuous activity while working outdoors in extreme heat or cold, working in confined spaces, climbing and using fall protection equipment will be required on this contract. Assigned Contractor employees must present medical certificate of physical qualification showing that they are physically capable of performing the tasks outlined in the PWS.
• Demonstrated knowledge of safety and occupational health principles, practices, procedures, laws and regulations as they relate to engineering performance requirements and as outlined in the EM-385-1-1 and 29 CFR.
• Record of completion of the EM 385-1-1 Construction Safety Course (NAVFAC or USACE).
• Must successfully pass required security background investigation.