

gas natural inc.

AND SUBSIDIARY COMPANIES

JOB DESCRIPTION

POSITION	Construction Manager	Salary Grade:
DEPARTMENT	Field Operations	FLSA Status: Non-Exempt
REPORTS TO	Director of Operations	July,2021

PRIMARY FUNCTION

The Construction Manager performs a wide variety of tasks in the field relating to the planning, installation, and maintenance of piping system, and to serving its residential, commercial and industrial customers. This individual's primary work is to ensure a safe, accurate, and efficient work is completed by company and contractor crews. Daily communications with the Director of Operations are essential to ensure all aspects of the work load are completed in a safe and timely manner.

The Construction Manager will communicate project related information with industrial, commercial, and residential customers. If necessary, this individual will prepare written correspondence communicating complex topics and problems. Additionally, this position backs up the Operations Manager when they are unavailable.

Daily Responsibilities and Qualities

- Lead a crew on new construction activities and system maintenance
- Manage company and contractor crews
- Maintain a company vehicle
- Control company inventory
- Provide as-built information for company records
- Self-inspect company construction activities
- Have a working knowledge of system Town Border Stations, Farm Taps, District Regulator Stations and Service Regulators.
- Lead, coach, and direct construction personnel to ensure safe, efficient, and quality work.
- Have a working knowledge of Pipeline Safety Regulations as required by local, state and federal agencies.
- Be a champion of safety and quality, lead by example
- Have and demonstrate integrity in all aspects of the work

Miscellaneous

- Maintain Operator Qualifications
- Maintain complete and accurate records of all construction work activities
- Respond to Emergency situations
- Maintain company tools and equipment
- Will be expected to attend meetings and conference calls as needed
- Will be expected to attend training as required

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QUALIFICATIONS

High school diploma is required for this position. A minimum of 5 years of industry experience is required. Ability to communicate effectively in writing and verbally with co-workers and customers on a daily basis. Ability to perform daily work with computers including, MS Word, Excel, and Outlook. Knowledge of the SAP accounting system is a plus. Have an eye for detail in correctly filling out paperwork, checking other work, and following processes and procedures.

COMPETENCIES

- Ability to clearly communicate complex ideas verbally and in writing is crucial for ease of understanding between customers, authorities, and fellow employees.
- Ability to respond to emergencies with urgency and calmness. This person must be able to think clearly under pressure, make logical, data driven decisions and direct personnel under stressful conditions.
- An analytical ability to investigate electrical and mechanical indications and use them to arrive at solutions to complex problems. Experience in corrosion control and the utility pipeline or plumbing industries; and college level coursework in industrial technologies is desired.
- A motor vehicle operator with valid license is required, and the applicant must be bondable with no record of felony convictions.

WORKING CONDITIONS

PHYSICAL DEMANDS:

Daily activity is fast paced, physically demanding, and with production goals. Duties involve planning, scheduling, and communicating job scopes with company and contractor crews. The individual must be available for emergency call-outs and be able to work extended hours.

Majority of the workday is spent in an office setting; however, this individual can be exposed to (and must have tolerance for) varying environmental conditions including weather, noise, and dust. Exposure to construction equipment and normal driving hazards is encountered regularly.

SAFETY SENSITIVE JOB:

This is a safety sensitive job and as such is subject to random drug testing as required by the U.S. Department of Transportation (D.O.T.). Employment is contingent upon passing a pre-employment physical examination and completing DOT OQ courses.

This job description is not a contract nor implied to be all-inclusive. As a result duties may change from time to time. This description should be reviewed at least annually to ensure duties are appropriately stated. The employee's signature acknowledges receipt of this description.

Employee Name _____

Employee Signature _____ Date _____