



TIERNEY DEVELOPMENT SERVICES, LLC

www.tierneyllc.com

Douglas Tierney
Brooks A. Mostue, AIA

Construction Clerk / Owner's On Site Representative

Job Description:

We are an Owner's Project Management firm, looking for an on-site representative (Clerk-of-the-Works) to help oversee the new construction of 80 units of affordable homeownership. The clerk is primarily responsible for quality control, monitoring compliance with the contract scope, and tracking additional work done on a Time & Materials basis. In addition, the clerk must have a solid understanding of the project's schedule and budget, and keep the client informed of changes as they develop.

This position is available on either a full time or part time basis. Training is available, and this is a great opportunity for anyone in design or construction who wants to move onto the owner's side of projects.

We are looking for someone who is committed to learning, and a career path in construction with tons of upward potential. Candidates must be great communicators. Some construction experience is required, but we can teach the rest.

Pay Range:

Pay is based on experience. Estimated range is \$25 - \$35/Hour

Benefits:

Health Insurance, Paid time off, 401(k) matching, professional development assistance.

Contact:

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