



**COMMONWEALTH
ENGINEERS, INC.**

WE'RE HIRING!

**RESIDENT PROJECT
REPRESENTATIVE / CONSTRUCTION
INSPECTOR**

Located across the State of Indiana

Get on Board

Commonwealth Engineers has an immediate opening for an experienced civil engineering construction inspector. This is an excellent opportunity for individuals who have received a B.S. in Construction Engineering, Construction Management, and/or relevant certifications or experience. Duties include conducting on-site observations to monitor progress and quality of work with the contract documents; serving as the engineer's liaison with the contractor; maintaining adequate records, including a daily log book and a set of drawings on which authorized changes are noted; reviewing the contractor's application for payment; and other duties as assigned.

Ranked as one of the Top Workplaces by IndyStar, Commonwealth has a strong emphasis on making a positive impact on our communities. By joining Commonwealth, you will be a key companywide resources for civil engineering designs that impact many of the our projects across the state.

Benefits

- Competitive base salary & annual performance bonus
- Medical, dental, & vision insurance
- Long term & short term disability insurance
- Supplemental Insurance
- AD&D coverage
- Matching 401(k) & profit sharing
- Additional incentive pay for each hour worked excess of the 40-hour schedule
- Paid time off & holidays
- Flexible scheduling
- Professional development opportunities
- Employee outings
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Job Duties/Responsibilities

- Remain on the job site for the entirety of the project's construction
- Maintain detailed reports as required of progress of the work and of contractor's compliance with the progress schedule
- Review the progress schedule, schedule shop drawing and sample submittals, schedule values and other schedules prepared by contractor
- Attend meetings with contractor, such as preconstruction conferences, progress meetings, job conferences, and others
- Comply with site safety programs
- Assist Engineer in serving as owner's liaison with contractor and obtaining additional details or information as required
- Review applications for payment with contractor for compliance with the established procedure for their submission
- Forward any recommendations to the assigned engineer
- Other duties as assigned

Qualifications/Skills

- High School Diploma is required •
- B.S in Construction Engineering/Management is a plus
- Ability to travel / Valid Drivers License is required
- Relevant certifications such as INDOT Inspection or NAASCO is a plus
- Familiarity with federally funded infrastructure is a plus
- Experience with ProCore is a plus
- Ability to read construction plans
- Strong work ethic and organizational skills

How To Apply

Qualified applicants should submit a cover letter and resume to Hannah Jobe at hiring@contactcei.com or apply online at commonwealthengineers.com/careers.

