



Fremont County BOCES

Job Description

POSITION TITLE:	Fremont County BOCES Construction Coordinator
POSITION PARAMETERS:	12 month position
POSITION FUNCTION/RESPONSIBILITIES:	<ul style="list-style-type: none"> • Oversee the grant funded program • Coordinate curriculum with instructors • Expand program to all county schools • Evaluate construction methods • Curriculum evaluation • Direct and supervise employees • Plan and direct all construction activities • Obtain appropriate permits • Perform work in the field • Communicate with the community regarding projects • Other duties as assigned
POSITION QUALIFICATIONS:	<p>Required Qualifications:</p> <ul style="list-style-type: none"> • Bachelor’s degree or appropriate experience preferred • 5 years of professional experience in construction preferred • Knowledge of labor laws is required • Must have knowledge of “Green Construction” • Must have strong communication skills • Civil engineering experience preferred • Such alternatives to the above qualifications as the Executive Director may find appropriate and acceptable
WORK ENVIRONMENT:	Work is primarily performed in classroom and field settings. Work is performed under general supervision.
REPORTABILITY:	Fremont County BOCES Executive Director

Fremont County BOCES is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, ancestry, sex, age, religion or disability in admission or access to, or treatment or employment in, its educational programs, services or activities. All hiring is consistent with Fremont County BOCES policy and subject to available funding.

This position description is not intended, and should not be construed, to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required.