



Assistant Construction Compliance Specialist (ACCS) or Construction Compliance Specialist (CCS)

OUR MISSION...Building Georgia's future by providing financial and construction management with the highest level of customer service, integrity, fairness and efficiency.

The Georgia State Financing and Investment Commission (GSFIC) is responsible for the issuance and oversight of all public debt by the State, performs all services relating to the issuance, investment, and accounting of proceeds from general obligation debt, and acquires and assists in the construction of projects for state agencies and authorities financed through such debt.

Job Information

Job Type: Full-Time

Number of Vacancies: Multiple

Hiring Salary Range: \$45,000.00 - \$51,092.00

Salary Commensurate with Experience

Location: Worksites - Multiple Regions

Opens: April 13, 2023

Closes: Open Until Filled

This position is subject to close at any time once a satisfactory applicant pool has been identified.

Applicants who require accommodations for the application process should contact

404-463-5664 or e-mail

hr-email@spo.ga.gov

TO APPLY:

Email **resume** in Microsoft Word or PDF format to hr-email@spo.ga.gov with the following in the subject line of your email:

Assistant Construction Compliance Specialist OR Construction Compliance Specialist



Our goal is to be a diverse workforce that is representative of the citizens we serve.

GSFIC does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, retaliation, parental status, or military service. GSFIC is committed to providing access, equal opportunity, and reasonable accommodation for individuals with disabilities in employment. All employment is decided on the basis of qualifications, merit and business need.

Position Overview

Assistant Construction Compliance Specialist: Under general supervision, the Assistant Construction Compliance Specialist (ACCS) assists with monitoring the day-to-day progress of construction projects for the State of Georgia. This includes but is not limited to: observations of stored materials, work in place and job site conditions, as well as on site workforce. The ACCS works in close collaboration with the Construction Compliance Specialist and applies comprehensive knowledge gained through on-the-job training and participation in industry-related training and/or conferences to review issues and relay information to Using Agencies, Design Professionals, and Construction Professionals. The ACCS also performs other job-related duties as assigned.

Construction Compliance Specialist: Under general supervision, the Construction Compliance Specialist (CCS) monitors the day-to-day progress of construction projects for the State of Georgia. This includes but is not limited to: observations of stored materials, work in place and job site conditions, as well as on site workforce. The CCS applies comprehensive knowledge gained through on-the-job training and participation in industry-related training and/or conferences to review issues and relay information to Using Agencies, Design Professionals, and Construction Professionals. The CCS also performs other related duties as required.

Minimum Qualifications

Assistant Construction Compliance Specialist: High school diploma or GED, **AND** a minimum of two (2) years of experience in a construction related field **OR** a graduate from a Technical College construction program or Trade Training institution.

Construction Compliance Specialist: High school diploma or GED, and a minimum of four (4) years of experience in a construction related field **OR** A four (4) year degree in Engineering, Construction Management, or Architecture.

Must meet the agency's requirements to be an authorized driver and be able to travel statewide.

Preferred Qualifications:

- Successful completion of the GSFIC internship Program
- Eight (8) years of experience in a construction related field, in an industrial, governmental, or commercial setting

Work Environment: This is a field position and works exclusively on project construction sites, which are subject to outside conditions. Frequent traveling between construction sites is required. Early morning, night and weekend availability may be required as needed. This role routinely uses standard office equipment such as computers, phones, and photocopiers.

Competencies: Ability to work professionally and successfully with Construction Professionals, Design Professionals, Project Managers, Quality Assurance staff and other project stakeholders to resolve issues on projects in order to meet schedule, budget and quality requirements of projects; Ability to effectively and credibly communicate negative information in a productive manner that promotes trust, confidence, and positive long-term working relationships; Ability to verbally convey detailed and technical information; Ability to write reports and log information in a logical, comprehensive, and concise manner; Ability to work under pressure while handling multiple priorities and meet deadlines; Ability to persuade, influence, and lead without formal authority; Strong analytical skills; Ability to provide superior customer service to a diverse customer group.

Travel: Travel is primarily within the assigned region during the business day, although some out-of-the-area and overnight travel may be expected.

This position is subject to close at any time once a satisfactory applicant pool has been identified.

The selected applicant must be authorized to work in the United States and must successfully pass a pre-employment criminal background check, motor vehicle records check and drug screen.

Due to the large volume of resumes received by this office, we are unable to provide information on your resume status over the telephone.

Notifications will only be sent to applicants who are selected to interview.

Please visit our website at www.gsfic.ga.gov for additional GSFIC career opportunities.