

POSITION: Quality Control Manager – Full Time

LOCATION: Norfolk, VA 23502-Working on various project work sites

VIRTEXCO Corporation is a general contracting and construction management firm founded in 1976 on the core ideals of integrity, mutual respect, and passion for our work. VIRTEXCO has locations in the Hampton Roads and Richmond, Virginia areas, enabling us to serve the needs of customers throughout Central and Eastern Virginia. We always strive to uphold our beliefs that safety always comes first, everyone involved in a project must be treated equally and fairly, the customer's happiness is paramount, and always to enjoy what you are doing

JOB DESCRIPTION: Implement and ensure the Quality Control Management of a project. Maintain that all quality control tasks are carried out, documenting the construction process and inspecting each stage of construction. Construction Quality Control Managers must also work directly with other Senior Project Managers to ensure that all projects meet the minimum standards of quality set forth by the company. They must balance quality control standards, productivity and scheduling demands.

Responsibilities/ Duties

- Develop and Administer the Quality Control Plan for the project (following Army Corps Three Phases of Control).
- Assist Site Safety and Health Officer with the Safety Program for the project (following the outline provided in EM 385 1.1).
- Certify that all submittals are in compliance with contract requirements.
- Support subcontractors on the development of their Activity Hazard Analysis for their definable features of work;
- Review plans and specifications to ensure requirements are met for each construction process.
- Provide documented evaluations, assessments, and CQC assistance to staff and subcontractor personnel.
- Review all catalog cuts and material submittals for compliance with plans and specifications.
- Ensure all water, soil, materials, and mechanical systems testing are conducted by approve personnel and/or approved testing facilities.
- Distribute written inspection/test results to appropriate agencies.
- Ensure effective and timely preventive and corrective actions are taken and recurrence of problems are eliminated or minimized.
- Maintain and submit hazardous material reports to government environmental office.

- Conduct pre final inspections/ establish punch list if required/ ensure all deficiencies are corrected.
- Coordinate and conduct final inspections with government contracting and civil engineer personnel.
- Execute project closeout and deliverables.
- Verify all project closeout documents are delivered and coordinate with Project Managers for final payment to the owner.
- Responsible for the timeliness and accuracy of the project closeout.

Competencies

- Positive attitude.
- Documentation, problem solving and quality compliance.
- Strong communicative skills.
- Computer skills.
- Leadership skills.
- Works well with others.
- Understands schedule and productivity.
- Helps others to achieve a high quality product.

Qualifications

- Minimum 10 Years experience as Quality Control Manager with commercial and federal government construction contracts ranging from \$1 M to \$10M and higher.
- Must be CQC certified and a BS degree in Construction Management, engineering or related field preferred experience is proffered.
- Related Field Experience.

Please submit application and resume to hrdepartment@virtexco.com

EOE/M/F/Disability/Vet