



# PROJECT INSPECTOR / COORDINATOR



## PROFILE

Established in 2020, RHA Construction Management Group provides professional construction management and inspection services for all phases of electrical, mechanical and civil construction projects. We are a service-oriented firm that delivers high-quality, cost-effective and timely projects for our clients.

We are seeking a full-time, Project Engineer / Coordinator to join our team of experienced construction and project managers, inspectors, and engineers to support and contribute to a growing need of construction and project management services throughout the state.



## JOIN OUR TEAM

Apply Now! Send your resume to:  
[info@rhacm.com](mailto:info@rhacm.com)  
(Attn: Brian Sekiguchi, President)

## PRIMARY DUTIES

- Review plans and specifications to ensure building codes, local ordinances, and zoning regulations are met.
- Monitor construction sites to ensure overall compliance by contractor.
- Use proper equipment to perform inspections on electrical, plumbing and other systems to ensure that they meet code.
- Verify alignment, level, and elevation of structures to ensure building compliance.
- Issue violation notices and stop-work orders until building is compliant.
- Maintain daily logs, including photographs taken during inspection.
- Provide written feedback related to the findings.
- Perform other duties as assigned.

## DESCRIPTION OF DUTIES

Duties shall include those described below, but are not limited to:

- Ability to work cohesively and compatibly with skilled trades.
- Good planning and time management skills including the ability to establish priorities and objectives.
- Good problem solving, critical thinking, and decision-making skills.
- Ability to maintain strict confidentiality.
- Knowledge in Microsoft Office Suite.
- Lift and carry up to 50 lbs.
- Travel to project sites as needed (project locations are varied and may include remote locations).
- Perform computer processing activities.
- Night or weekend work may be required.

## SKILLS AND QUALIFICATIONS

- Must be familiar with construction drawings to ensure proper materials and procedures are followed.
- Experience in the construction field preferred, but not required.
- High school diploma required.
- Bachelor's Degree in Construction Management or Construction Engineering preferred, but not required.
- Excellent communication and organizational skills.

## BENEFITS

We offer a rewarding, nurturing, and collaborative environment for all our employees. The reasonably expected salary range is \$50,000 - \$60,000 commensurate with experience. RHA Construction Management Group, LLC is an Equal Opportunity Employer.

