

❖ **Associate Campus Architect**

Be part of UC Irvine's Design & Construction's success! Our capital construction projects currently have a budgeted portfolio of over \$1.3 billion. Our replacement hospital project is the largest construction project in Orange County. We are seeking an experienced Associate Campus Architect to work under the leadership of the Campus Architect, Rebekah Gladson.

The successful candidate will provide management and oversight for architectural and engineering design, oversee bidding, contract execution, and assist with all facets of project delivery for campus construction projects. On behalf of the Campus Architect, oversee financial and business processes, systems, and will participate in strategic and long-range planning for development of future projects, design and implement a communications plan to promote understanding of Design & Construction Services' goals, standards, and accomplishments.

❖ **Director of Quality Assurance**

The Director of Quality Assurance is responsible for quality controls solutions that meet the quality of Design & Construction for a capital expansion program of over \$1 billion at both the campus and medical center. Responsibilities also include supervision of quality assurance staff and management of quality control activities on the University campus and Medical Center's major capital projects. The ideal candidate must possess working knowledge of construction, construction management, contracts, change orders, budgets, bidding process, dispute resolution, arbitration and scheduling.

The Director also develops and implements the quality control direction with Project Managers and inspectors for long-range quality control plans for UCI/UCIMC. The Director's working relationships include: Meeting on a regularly scheduled basis with the Associate Vice Chancellor updating the status of projects currently in design; advising of potential design and control issues, increase cost items and general activities, and assisting Project Managers with quality control issues, Value Engineering, consulting contracts, bidding, bid evaluation, construction contracts, schedules, reviewing of and recommending solutions to construction design problems, and quality issues.

❖ **Manager of Sustainability**

The Manager of Sustainability is responsible for sustainability solutions that meet the quality of Design & Construction for a capital expansion program of over \$1 billion at both the campus and medical center. This position will also manage sustainability criteria for the University Campus and Medical Center's major capital projects regarding Green Building Projects (LEED certification), energy efficiency, and minimal building maintenance for the first 20 years.

The ideal candidate must possess working knowledge of construction, construction management, contracts, change orders, budgets, bidding process, dispute resolution, arbitration and scheduling.

This position develops and implements the sustainability direction with Quality Assurance, Project Managers, Construction / Inspectors for a long-range sustainability program for UCI/UCIMC. The Manager's working relationships include the following:

- The Manager will meet on a regularly scheduled basis with the Associate Vice Chancellor updating the status of projects currently in design; advising of potential design issues, implementation of the sustainability criteria and general activities.
- The Manager will assist Project Managers with quality control issues, Value Engineering, consulting contracts, bidding, bid evaluation, construction contracts, schedules, reviewing of and recommending solutions to construction design problems, and sustainability issues.
- Additionally, the Manager will meet with Facilities Management to assess the long-term results and effectiveness of the University sustainability program and sustainability criteria.

❖ **Human Resources Manager**

Under general direction, this position reports to the Associate Vice Chancellor of Design & Construction Services. Responsible for independently managing the D&CS Human Resources function for 100 staff. Serves as primary liaison and department representative for all Human Resources issues between the department and Campus Human Resources (including Workers' Compensation, Employee Assistance, Benefits, Compensation, Employee/Labor Relations, Safety and Employment) and the Office of Equal Opportunity and Diversity.

Participates on the Senior Management Team and collaborates with other senior managers in short and long range planning regarding staffing, training and staff development and budget matters. Supervises the administrative support staff. Develops and implements department policies and procedures based on current University guidelines.

Responsible for facilities management, development and maintenance of personnel records, development and implementation of department workflow processes. Responsible for employment, retention, supervision, training and development, discipline, performance evaluation and compensation of assigned administrative and support staff.

Must be able to work in a fast-paced, dynamic environment with multiple deadlines.

❖ **Project Manager (Architect) – Campus**

This position will function primarily with capital projects on the Irvine campus. Experience with major new construction in excess of \$20 million required. BA in relevant fields or possess a combination of relevant skills and experiences. Architectural License desired, also familiarity with processing responses to RFIs, IBs, and Change Orders.

Under general direction of the Director of Campus Operations, the incumbent is responsible for project management of the design and construction phases of capital projects. These responsibilities include: planning, organizing, prioritizing, supervising and checking the work of professionals (University and consultants) engaged in the planning, design and construction process.

This position carries major responsibility for University building programs related to Academic Programs in relationship with executive architects and University committees and staff members, as a Project Manager to the Director of Campus Operations.

❖ **Senior Project Manager (Architect) – Campus**

Manages and directs the execution of capital construction projects and the associated life-cycle development for projects valued at up to \$150M. Directs and coordinates the implementation of program, project and related management controls, documentation, reports, records and other established tools and processes with an emphasis on the management and control of the program within the project scope, cost and schedule.

Exercises discretionary judgment to solve managerial and/or project related problems pertaining to the planning, design and construction phases of projects (i.e., schedules, budgets, change orders and disputes). Supervises and monitors workload of assigned Project Managers, Associate Project Managers and Assistant Project Managers. Coordinates program and project management and execution activities with department staff, other UC Irvine departments (i.e., Capital Planning, Campus & Environmental Planning, Budget Office, etc.) user departments and local agencies. Coordinates with the Contracts team to acquire, manage and maintain strict accountability for design, construction and project support services necessary to the accomplishment of program and project execution. Provides advice on operational and procedural matters to the Director of Campus Operations.

Application Instructions: All applications must be submitted on-line. To be considered for employment, you need to apply for a specific job. You can apply on-line by accessing the UCI Human Resources Employment web site at <http://www.hr.uci.edu/employment/>

Click on Job Listings, then Browse Jobs, then Jobs by Department and scroll down to Design & Construction Services.