

## **Exhibit C**

### Construction Manager

LP Roofing, LLC seeks a Construction Manager at Nokesville, VA

#### Duties:

Manage all aspects of the assigned projects, including plan, manage, budget, control, monitor and supervise construction projects from inception to completion, ensuring all aligns with the project contract.

Detailed duties are as follows:

- **Contract Management:** Assist/support the lawyer to review the contract clauses from construction aspect. Fully read/understand the construction contract to ensure all construction management/construction actions meet contract clauses.
- **Specs/Drawings Management:** Fully manage/analysis the construction specifications/drawings, ensuring all construction material/method/means meet the code to deliver a high-quality job completion.
- **Construction Coordination Management:** Lead the construction coordination with project team to create all RFIs, Submittals, Shop drawings to meet the owner/design team/inspector's requirements.
- **Cost Control Management:** Regarding the contract scope of work, to develop the budget, schedule of value, progress payment to ensure all construction costs within the project budget through entire construction lifecycle. In the process of construction, prepare the monthly cost and revenue forecasts report for company leadership to review. Track all the changes that could come to the project and be capable of estimating/calculating the cost of construction changes and negotiating the change orders.
- **Project Schedule:** Create and maintain construction schedules and work plans, coordinating with stakeholders to keep the project on track and within scope, ensuring all project milestones are met.
- **Procurement Management:** Create the material purchasing schedule to align with construction schedule. Prepare the procurement list and order with all material vendors, ensuring all material to be delivered on time as required by the construction schedule.
- **Resource Management:** Handle the day-to-day coordination of labor, materials, and equipment to keep the job site running smoothly and efficiently. Monitor and supervise contractors and construction crews and give guidance as needed to ensure high-quality project performance.

- Team Supervision: Direct site crews and subcontractors, making sure the work is done safely, meet quality standards, and following the project timelines. Prevent injuries, slowdowns, and project risks by demanding complete adherence to health and safety standards on construction sites, and reporting safety regulation issues promptly.
- Budget Oversight: Track project spending and manage costs to stay within budget while anticipating and addressing any financial issues early.
- Quality Control: Inspect work and ensure everything meets building codes, specifications, and the client's expectations before moving forward.
- Close-out: Hand over close-out documents and ensure that all the invoices, payments, claims, and disputes are resolved, and that all the contractual obligations and terms are fulfilled and closed.

Requirements:

- Bachelor's degree or foreign equivalent degree in Civil Engineering, or Engineering in architecture.
- 60 months experience in the construction industry.
- Ability to develop and manage complex construction timelines.
- Proficiency in interpreting architectural details.
- Demonstrated knowledge of construction assemblies, engineering, project scheduling, cost management, allocation of materials/equipment and work force resource.
- Knowledge of local, state and federal safety codes.
- Proficient in estimating, forecasting cost values and value engineering.
- Proficient in Procore, AutoCAD, Bluebeam, Primavera P6, and Takeoff software.

Salary: \$161,158 /year

Send CV to [cendy@lproofingllc.com](mailto:cendy@lproofingllc.com)