

## **Project Inspector**

### **JOB DESCRIPTION:**

K.E. McCartney and Associates, Inc. (KEM) is seeking Project Inspectors to work out of our Mansfield or Elyria office. The Project Inspector will be our onsite representative during the construction of transportation and utility infrastructure projects. The selected individual will:

- Conduct daily inspection of construction activities and perform testing of materials to verify construction is being performed in accordance with contract documents.
- Complete daily inspection reports, measure and track pay quantities, and document project progress and materials.
- Communicate with clients, contractors, and other project stakeholders.

### **MINIMUM QUALIFICATIONS:**

- Basic computer skills with experience in Microsoft Excel, Word, and Outlook.
- Effective communication skills.
- Ability to read and understand construction plans and specifications.
- Must be a versatile team player that shows an eagerness to learn.
- Ability to complete tasks with minimal oversight and maintain organized project files.
- Candidate must be dependable and exhibit positive attitude.
- Ability to perform physical activities such as standing and walking for long periods of time and lift up to 50 pounds.
- Ability to work outdoors in various conditions.
- Maintain a valid driver's license with a clean driving record.
- High School Diploma or equivalent.
- At least 2 years' experience in relevant construction or inspection services.
- Ability to acquire (KEM will assist) the following certifications:
  - Within 1 year from start of employment:
    - ACI Concrete Field-Testing Technician (Grade 1) Certification
    - Level I Aggregate Technician Certification
    - ODOT Prequalification Certifications – Flexible Pavement, Advanced Structures, Traffic Work Zone
    - NICET – Highway Construction Inspection Level I
  - Within 2 years from start of employment:
    - NICET – Highway Construction Inspection Level II

- Applicants that do not have the above certifications or that are unable to obtain the certifications may still be considered for employment as a Project Inspector.

**COMPENSATION:**

- Salary is commensurate with experience and qualifications.
- Paid Time Off and Holidays
- Medical & Basic Life Insurance
- Dental & Vision Allowance
- 401k Plan

**LOCATION:**

- 52 N. Diamond Street, Mansfield, OH 44902
- 526 E. Broad Street, Elyria, OH 44035

**OTHER INFORMATION:**

- KEM is an equal opportunity employer.
- KEM is a drug free workplace.
- Email resume to: [jobs@kemccartney.com](mailto:jobs@kemccartney.com)
- [www.kemccartney.com](http://www.kemccartney.com)