



Resident Project Observer – Construction Inspector
AP Associates, Inc. – Millis MA
Project Location - MetroWest

Position Description

Construction monitoring / resident inspection services for various municipal construction projects in the MetroWest area. The immediate opening is for a full-time on-site inspector for a water main project starting on May 20, 2024, through project completion. Project duration is approximately three (3) months with potential for another assignment in Fall.

Responsibilities

- Perform communications with the Contractor, Client and residents
- Monitor Contractor's activities for compliance with the Contract Documents
- Document daily construction activities and work accomplished in the project field logs
- Monitor and record quantities on daily quantity forms
- Review quantities with Contractor and reconcile daily in accordance with the Contract Specifications
- Maintain record of field changes and additional work orders
- Communicate Contractor's activities with AP Associates daily
- Report Client and / or resident complaints, utility breaks and all other issues and concerns
- Respond to concerns and comments from residents and Client
- Monitor all testing performed as part of this project
- Attend periodic progress meetings
- Maintain records for generating as-built drawings by AP Associates

Qualifications

Seeking a candidate with a civil engineering degree and a minimum of 5 years experience with utility construction projects as an engineer and/or resident field inspector. Applicants without a college degree with construction related experience will be considered. Retired Water Superintendents, Public Works employees, Town Engineers who are interested in contractual work are welcome to apply.

AP Associates, Inc.

Small well-established civil engineering consulting firm in Millis, MA applying 40 years of engineering experience for successful completion of a myriad of projects. AP Associates, Inc was established in 2002 with primary focus to support municipal clients with their infrastructure improvement needs. Current and past projects include, but are not limited to design, bidding and construction administration phase services for water mains, supply wells and pump stations, booster stations, new water treatment and storage facilities, upgrades to existing treatment facilities and rehabilitation of existing tanks, drainage systems, culvert replacements, sidewalks and roadway improvements.

Compensation

Compensation will be based on an agreed upon hourly rate depending upon the applicant's experience. The position is full-time, five days a week being on-site from 7:00 am to 3:30 pm. There will be an Independent Contractor's Agreement between the Inspector and AP Associates, Inc. whereas the Inspector will be responsible for insurance and taxes. It is agreed that barring any unforeseen or emergency conditions, the services will continue through project completion. There will be potential opportunities for other similar assignments this year and or next Spring.

To apply and or inquire

Contact Ali Parand at AP Associates, Inc.: Email: ali.parand@ap-associates.com or Phone: (508) 376-2670.