

### Project Management

Project management primary areas of responsibility include design and client coordination, safety, procurement of trades and vendors, administration of subcontracts and purchase orders, management of subcontractors and vendors, scheduling, quality control, monthly reporting, budget management, billings, profitability, change orders, and risk management.



Assistant Project Manager



Project Manager I



Project Manager II



Senior Project Manager



Project Executive

### Field Supervision

Field supervision provides for the overall coordination and performance of all project trade disciplines in accordance with each subcontractor's and vendor's contractual requirements. Daily responsibilities include project design and constructability coordination, safety management, scheduling, managing/expediting material and equipment deliveries, providing quality control assurance, coordination with inspection agencies, and managing project closeout.



Assistant Superintendent



Superintendent I



Superintendent II



Senior Superintendent



General Superintendent

### Safety

Safety management personnel provide for the administration of safety, health, and environmental programs on our projects. Project responsibilities include, but are not limited to, conducting safety orientations for new hires and subcontractors, managing daily pre-task planning activities for subcontractors, handling onsite first-aid cases, monitoring work areas, maintaining safety records and training documentation, promoting safety awareness, and enforcing safety guidelines as applicable to company, OSHA, State, and client safety requirements.



Safety Specialist



Assistant Safety Manager



Safety Manager



Senior Safety Manager



Regional Safety Manager

### Preconstruction/Estimating

Our preconstruction and estimating team members are responsible for the overall development of project estimates and schedules as project design progresses. Specific activities include project estimates, design reviews, constructability reviews, cost control, and value engineering and analysis, developing trade-specific scopes of work and bid packages, management of trade bid activities.



Junior Estimator



Assistant Preconstruction Manager / Estimator I/II



Preconstruction Manager / Estimator III



Senior Preconstruction Manager / Senior Estimator



Preconstruction Director / Chief Estimator



Intern



Project Engineer I/II

BE&K Building Group also offers a variety of fulfilling departmental positions for professionals of all backgrounds and levels of experience. Our corporate professionals play an essential role in ensuring our organization runs smoothly and efficiently.

- ▶ Accounting
- ▶ Business Development
- ▶ Finance
- ▶ Human Resources
- ▶ Information Technology
- ▶ Legal
- ▶ Marketing + Communications
- ▶ Quality Control
- ▶ Risk Management
- ▶ Virtual Design and Construction