

Dir, Capital Projects Studio
Auburn University

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Posted Nov. 7, 2024, set to expire Oct. 31, 2025

Job Title	Dir, Capital Projects Studio
Department	Planning Design and Construction
Institution	Auburn University Auburn, Alabama
Date Posted	Nov. 7, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Director/Manager
Academic Field(s)	Development/Institutional Advancement
Job Website	https://www.auemployment.com/postings/49740
Apply By Email	
Job Description	

Job Summary

Leads and directs the University's campus capital projects by administering the programs, procedures, and processes to ensure the safe and timely execution of all work

Essential Functions

- Manages capital projects planning, including programming, design, construction management, and contract administration for Auburn University. Manages the program of all assigned design and engineering projects to ensure their successful completion.
- Develops and directs Capital Project Managers and the external consulting groups who work in support of department's mission. Establishes and administers programs, procedures, and processes to ensure the safe and timely execution of all work performed by the personnel

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working on Capital Projects.

- Develops and directs procedures for providing technical oversight and management of all projects and designs.
- Evaluates and makes recommendations concerning the long-range viability of Capital Projects and the proper relationship of one project to another.
- Guides processes for consultant selection and contracting by recommending the appropriate contract method(s) for delivery of services.
- Collaborates with the Director of Campus Planning and Space Management on master planning issues; collaborates with Facilities Management Leadership campus design standards.
- Communicates and maintains relationships with external regulatory agencies.
- Develops effective and efficient request for proposal procedures for project design to include, but not limited to, prequalification and contract award processes.

Minimum Qualifications

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Education

Bachelor's Degree in Architecture, Engineering, Building Science, or related fields.

Experience

10 years experience in institutional facility design and complex building design of a wide range of building types. Must have at least 2 years of experience leading and managing professional staff on complex major planning initiatives and or projects

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact