

Responsible for assisting the Senior QC in managing and performing the daily QC responsibilities to ensure the project is constructed in accordance with the established minimum standards.

The Assistant QC role includes assisting with the oversight and review of the documentation and physical inspection phase of construction and working with other in-house personnel (e.g.: Project Director, Construction Manager, SSHOs, etc.) and external personnel to produce and document a quality product.

The Assistant QC reports directly to the United States Project Manager and on-site Senior QC for the sake of assuring that a conflict of interest does not occur among the productivity, schedule, and the quality objectives of the project.

Activities may include:

- Create, update and maintain the project submittal log and all other project specific quality control reports
- Review shop drawings and submittals for conformance with project specifications by direct review and by leveraging the knowledge and experience of others in the project team when necessary
- Attend weekly QC meetings with the site staff
- Assist in the documentation of daily QC reports
- Assist in the coordination and documentation of the testing and commissioning of building systems
- Assist in the assembly of project closeout documents that include O&M manuals, as-builts and warranties
- Stop work if necessary, to resolve matters that affect safety, quality and/or inhibit the logical progress of work

QUALIFICATIONS:

- B.S. degree in engineering, construction management or related field is preferred
- Construction industry experience with a general contractor engaged in general building construction
- Basic knowledge of construction materials, methods, and techniques
- Combination of high school diploma with QC experience and certifications will be considered
- U.S. Army Corps of Engineers "Construction Quality Management for Contractors" Certification preferred
- Must be fluent in the Korean and English language (able to read and write) at the high school level.
- Ability to speak clearly and exercise good judgment.
- Ability to work under pressure.