



STATE OF ALABAMA
DEPARTMENT OF FINANCE
REAL PROPERTY MANAGEMENT



Kay Ivey
Governor

Bill Poole
Director of Finance

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Mickey Allen
Assistant Finance Director
Real Property Management

December 16, 2021

JOB ANNOUNCEMENT
For Director, Division of Construction Management

The Department of Finance, Real Property Management is seeking letters of interest and resumes from qualified individuals to fill this vacancy.

WORK SETTING

This is a senior-level management position responsible for the oversight and administration of all construction, renovation, and major repair work for state agencies. The employee in this class manages the oversight and administration of the State's construction program and enforcement of State Building Code.

TYPICAL DUTIES:

- Reviews, coordinates, and manages design and construction contracts for construction or repair of state-owned buildings; reviews contracts with architects, engineers, contractors and related construction professionals for compliance with state law; reviews for approval pay requests submitted by architects and building construction personnel.
- Establishes policies, procedures and guidelines for the design and construction of state buildings and renovation projects; interprets guidelines and policies to contractors, architects, engineers; ensures policies and procedures meet or exceed minimum requirements.
- Reviews and approves state bond expenditures approved for construction; reviews all emergency project declarations.
- Assists in review and approval of construction funding requests and development of capital planning needs for state buildings from project initiation to project closeout.
- Plans, prioritizes, assigns, supervises, and reviews the work of staff engaged in the administration of the State's construction program and enforcement of State Building Code.
- Develops user fees amounts to ensure division expenses are covered; supervises the collection of user fees for services provided.
- Oversees the management of the Home Inspector Licensing program.
- Serves as expert technical advisor on Construction Management issues to the Assistant Finance Director, Finance Director, and state agencies as requested.

COMPENSABLE FACTORS (The following statements are provided in order to identify compensable factors. Minimum qualification utilized for selection purposes will be determined as part of an examination job analysis process.)

- Graduation from an accredited four-year college or university with a Bachelor's degree in architecture or engineering.
- Extensive experience in implementation of a comprehensive or system wide construction program from individual project initiation to final closeout including the management of the design and/or construction of multiple, simultaneous on-going complex construction projects in a supervisory capacity.

SPECIAL REQUIREMENT

- Possession of a professional engineer's license as issued by the Alabama Board for the Registration of Professional Engineers and Land Surveyors or registration as an Architect by the Alabama Board of Architects.

SALARY

Salary range is \$99,650.40 - \$151,936.80 and will be commensurable with qualifications and experience. Benefits include annual leave, sick leave, health insurance, and retirement.

HOW TO RESPOND

Qualified individuals should submit a letter of interest and resume:

By email to:

mickey.allen@realproperty.alabama.gov

OR

By mail to:

Mickey Allen
Assistant Finance Director
Real Property Management
770 Washington Avenue
Montgomery AL 36104

EQUAL OPPORTUNITY EMPLOYER