



SNOQUALMIE VALLEY Watershed Improvement District

Job Title: Construction Project Coordinator. *This is a project (limited duration) position providing onsite construction oversight for the Langlois Creek Culvert Replacement Project (SVT & PSE Crossings), scheduled to be completed by October 31, 2024. The position will average 40 hours/week during construction and is overtime eligible. This position is in Carnation, Washington and is not eligible for remote work.*

About the position: Under the leadership of the offsite Project Manager, this position is the onsite Snoqualmie Valley Watershed Improvement District (SVWID) representative for the Langlois Creek Culvert Replacement Project, responsible for coordinating daily jobsite communications with the Project Manager, contractors, suppliers, landowners, utilities, engineers, and other interested parties.

The SVWID received funding through the WA State Recreation and Conservation Office, the King County Flood Control District, and King County Parks to remove two existing fish barrier culverts on Langlois Creek and replace them with 100% fish passable precast concrete box culverts to restore access to upstream habitat for species of fish including coho salmon, known to spawn and rear upstream. The project area is located on both public (King County Parks, Snoqualmie Valley Trail (SVT)) and private properties (Puget Sound Energy and Remlinger Farms). The Construction Project Coordinator will work closely with the Project Manager to ensure the project stays on schedule and within budget.

Duties include, but are not limited to:

- Monitoring daily onsite operations of the project, including tracking and updating project schedule with direction from the Project Manager.
- Communicating the daily field status of the project with the Project Manager and assisting with project tasks as needed.
- Acting as the SVWID onsite representative, communicating between the Project Manager and the contractors, suppliers, landowners, utilities, and engineers.
- Familiarity with project and contract documents, ensuring onsite compliance with engineering plans and specifications, regulations, safety codes, and permit requirements.
- Monitoring post-construction onsite operations of site restoration and plantings.

Duties may also include a variety of tasks that could be physically and mentally demanding, and may require walking long distances on uneven terrain, working outside in heat and wildfire smoke conditions, and occasional lifting.

Minimum Qualifications

- High school graduate or GED.
- Valid unrestricted (except corrective lenses) driver's license.
- Two (2) years of experience in the construction/building trades.
**One (1) year of technical or vocational training or education in a building/construction trade may substitute for up to one (1) year of the required experience.
- Beginner skills and experience with the use of Microsoft 365 products such as Teams, Word, Outlook, and Excel.
- Flexible schedule. Onsite responsibilities during the in-water work window often require long days, including early start/late end times.

Desired Qualifications

- Technical or vocational training or education in a building/construction trade
- Experience on construction projects of similar scale.
- Experience on working farms.
- Advanced skills and experience with the use of Microsoft 365 products, such as Teams, Word, Outlook, and Excel

Additional Knowledge, Skills and Abilities

- **Resourceful.** Work independently while using good judgement and problem-solving skills, determining when additional assistance is needed.
- **Environmental Stewardship.** A desire to work with a team dedicated to improving land for farms and fish.
- **Organized.** Ready to be outside in all kinds of weather and be prepared with the appropriate gear. Aware and willing to follow safety policies and protocols.
- **Communicative.** Strong, assertive communication skills and competence in conflict management and problem-solving. Communicate effectively both orally and in writing. Take direction and demonstrate an eagerness and adaptability to learn new skills.
- **Respectful.** This position requires working on private property. The relationships we form with landowners are the basis for the work that we do. It is imperative that we maintain good relationships with landowners.

Compensation and Benefits

This is a project (limited duration) position, planned to begin August 1, 2024, through October 31, 2024. An hourly wage of \$25-\$35/hour is proposed for this position, depending on qualifications and experience. Benefits include paid holiday and sick leave, and worker's compensation. The position is overtime eligible.

How to Apply: Please submit a resume to info@svwid.com. Please include a brief cover letter or email letting us know why you are interested and would be a good fit for this position. Please email or call with any questions.

For more information about the SVWID, please check out our website!

[Home - Snoqualmie Valley Watershed Improvement District \(svwid.com\)](http://svwid.com)

Snoqualmie Valley Watershed Improvement District
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