



Chestnut Hill Realty

Managing People's Apartment Homes with Pride

Construction Manager (Chestnut Hill, MA)

Chestnut Hill Realty is seeking a Construction Manager to join our construction team. This dynamic role combines project management, field oversight, and office collaboration, giving you ownership of your projects from planning through completion. While you'll have dedicated office responsibilities, much of your work will be performed from the field using a mobile office setup that allows you to stay connected while overseeing active construction projects.

As a Construction Manager, you will:

- Managing assigned project scope, schedules, and milestones across active construction projects
- Coordinating subcontractors, vendors, and suppliers to keep projects on track and on budget
- Conducting regular on-site walkthroughs to monitor workmanship, quality, and safety compliance
- Tracking project costs, flagging budget deviations early, and assisting with financial reporting
- Administering subcontractor agreements, change orders, and contract documentation
- Enforcing site safety standards and leading safety briefings in accordance with OSHA requirements
- Identifying and escalating field risks, issues, and RFIs in a timely and documented manner
- Preparing accurate daily logs, weekly progress reports, and project status updates
- Coordinating with property management to minimize disruptions to residents during construction

Are you the right person for the job?

- 2–5 years of experience in construction project management, field supervision, or a combined role preferred
- Ability to read and interpret construction drawings, specifications, and contract documents
- Working knowledge of construction scheduling tools (Procore, MS Project, or similar)
- Familiarity with OSHA safety standards; OSHA 30 preferred or willingness to obtain
- Strong organizational skills with the ability to manage multiple projects and priorities at once
- Proficiency in Microsoft Office Suite including Word, Excel & Outlook
- Strong written and verbal communication skills
- Positive attitude, strong work ethic and ability to lead and motivate others
- Must possess professional written and verbal communication skills
- Comfortable traveling to project locations across our portfolio
- Valid driver's license and reliable transportation

Some of the benefits to you:

- Attractive total compensation package
- Excellent benefits package including: medical, dental, vision, 401(k), vacation, your birthday off etc.
- Chestnut Hill Realty apartment discount
- Great work-life balance
- Opportunities for professional development and career growth
- Strong promote-from-within company culture
- Hands-on mentorship from experienced Senior Construction Managers
- Positive, team-oriented work environment

The salary range for this role is \$100,000-130,000 annually with bonus potential depending on factors such as relevant experience, skills, qualifications, and geographic location. Along with competitive pay, we're proud to offer great benefits and ongoing opportunities for learning and growth.

All job offers contingent upon satisfactory background check.





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