

Capital Strategies Housing Manager (0480U) - 78596
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=257730>

Downloaded On: Jun. 6, 2025 4:00pm

Posted Jun. 4, 2025, set to expire Jul. 1, 2025

Job Title Capital Strategies Housing Manager (0480U) - 78596
Department Capital Strategies
Institution University of California, Berkeley
Berkeley, California

Date Posted Jun. 4, 2025

Application Deadline Open until filled
Position Start Date Available immediately

Job Categories Professional Staff
Director/Manager

Academic Field(s) Residential Life
Facilities/Maintenance/Transportation

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Job Description

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About Berkeley

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public

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mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

Departmental Overview

Capital Strategies provides a full suite of planning, design, real estate, construction, and development services to UC Berkeley. Capital Strategies is part of the Administrative Division and includes real estate professionals, architects, planners, engineers, construction managers, and administrative specialists, working together to serve the campus community.

Position Summary

We're seeking an expert-level project management professional to provide construction management for a large, complex, and politically significant high-rise housing project.

Application Review Date

The First Review Date for this job is: 06/16/2025.

Responsibilities

- Provides oversight of trade package buyout through procurement.
- Reviews bid packages to optimize outcomes and mitigate change orders.
- Collaborates with design and construction teams to develop strategy for scoping and alternates.
- Conducts constructability reviews of project documents and evaluates GC comments to ensure alignment with best practices.
- Collaborates with UCB, design team, and the GC to verify that drawings accurately reflect design

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intent, comply with UCB and code standards, and minimize conflicts or ambiguities.

- Establishes project milestones and schedules, evaluates GC's schedule for overall efficiency, coordinates with owner-directed work, and reviews look-ahead schedules to ensure alignment and timely execution.
- Offers strategic recommendations to enhance cost efficiency and mitigate the budget- related risks.
- Provides technical guidance and innovative solutions on design and constructability challenges.
- Serves as technical expert providing advice, consultation and coordination of specific systems.
- Supports and manages RFQ/P processes to onboard owner consultants required for construction.
- Recommends candidates and leads outreach efforts to engage and recruit the most qualified consultants.
- Resolves problems or conflicts in areas of expertise, including recommending a range of solutions to disputed issues or contractor claims.
- Maintains consistent and clear communication with internal teams and external stakeholders to ensure smooth project execution.
- Prepares cost estimates and functional studies.

Required Qualifications

- Technical expertise in high-rise, residential construction.
- Extensive experience in buyout of high-rise trade packages and an understanding of the public procurement process.
- Extensive experience coordinating with design and construction teams from preconstruction through delivery.
- Expert organizational, presentation and negotiation skills.
- Expert written, verbal and interpersonal communication skills.
- Expert listening and political acumen skills.
- Expert knowledge of design and construction, contract administration and state building codes, including expert understanding of industry practices or highly specialized and critical disciplines.
- Expert project management skills to effectively manage highly complex projects or highly specialized and critical components of projects with a significant impact on the organization.
- Expert skill in building, maintaining and nurturing strong professional relationships to achieve short- and long-range program implementation goals.
- Expert skill to apply specific technological solutions in the construction planning phase and skill in ensuring appropriate implementation and function during project construction and completion.
- Expert skill in advising and consulting with all levels of management and/or capital planning, budgeting and construction professionals.

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- Expert analytical, organizational, project management and problem recognition/avoidance/resolution skills.
- Bachelor's degree in related area and/or equivalent experience/training.

Preferred Qualifications

- License to practice in at least one of the following professions: architecture, engineering, urban design, city planning or landscape architecture.
- Certificate to practice in at least one of the following professions: architecture, engineering, urban design, city planning or landscape architecture.

Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted annual salary range that the University reasonably expects to pay for this position is \$121,100.00 - \$215,000.00.

How to Apply

- To apply, please submit your resume and cover letter.

Other Information

- This is not a visa opportunity.

Conviction History Background

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This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

SB 791 and AB 810 Misconduct Disclosure Requirement: As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

Equal Employment Opportunity

The University of California is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or other protected status under state or federal law.

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S

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Contact Information

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

Contact

N/A

University of California, Berkeley

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