

The Construction Coordinator is the liaison between the Homeowner and the architect/general contractor. The coordinator is responsible for expediting the delivery of the home by working directly with the homeowner on the interior and exterior finish selections, delivery and installation.

A Construction Coordinator is perfect for...

A busy **homeowner** who wants someone to work directly with the architect and general contractor, make regular site visits, source finishes, meet at local resources, drop-off samples and manage the finances.

A busy **architect or general contractor** who needs someone to manage on-site needs and work directly with the homeowner to source and deliver interior and exterior finishes in a timely manner.



**Will work as an independent contractor
...consider the possibilities!!**

Project Sizes...

Range from small paint and paper projects to a \$1,000,000 waterfront renovation complete with conservation, custom finishes, an architect and a general contractor.

Local Resources...

For plumbing & electrical fixtures, cabinets, counter tops, tile, doors and windows, hardware, stone, landscape and reclaimed products.

Experience in...

Permits and conservation.
Construction loans and managing the bank.
Renewable energy and energy efficient alternatives.



Additional Skills...

Excellent computer skills, web design experience and business tax preparation.

Licensed...

Massachusetts Real Estate License

