



Job Description: Construction Site Superintendent

We are looking for a Construction Site Superintendent to lead on-site construction activities and ensure projects are completed to specifications, on time, and within budget. The ideal candidate is a proactive problem-solver with strong leadership and communication skills, who is passionate about delivering high-quality workmanship.

Key aspects summary of the role include:

- **On-Site Management:** Overseeing daily construction activities, quality control, and site security.
- **Scheduling and Budgeting:** Working with the Project Manager to ensure projects are on time and within budget, and assisting with cost estimates.
- **Team Leadership and Coordination:** Managing subcontractors and employees, and maintaining open communication with all stakeholders.
- **Safety and Compliance:** Advocating for safety, maintaining documentation, and ensuring code compliance.
- **Documentation and Communication:** Maintaining project documentation and communicating effectively.
- **Additional Responsibilities:** Maximizing supplier relationships and collaborating on budget and timelines.
- **Qualifications and Skills:** Requiring significant experience, technical knowledge, and strong leadership and communication skills.

Responsibilities and Tasks:

- **On-Site Management:**
 - Oversee day-to-day construction activities at the site.
 - Ensure work is performed in accordance with plans and specifications.
 - Maintain on-site quality control throughout the project lifecycle.
 - Coordinate material deliveries, handling, storage, and placement (with foreman/lead carpenter support).
 - Ensure job site security, including the safety of all people, tools, and materials.
 - Ensure a clean job site

- **Scheduling and Budgeting:**
 - Work with the Project Manager to develop and deliver projects on schedule and on budget.
 - Own the active build project schedule and all elements related to it with the Project Manager.
 - Assist in creating cost estimates for labor, supplies, materials, and other project costs.
 - Implement management techniques that are cost-effective and efficient.
 - Deliver weekly lookahead schedule to subcontractors to maintain schedule
 - Anticipate subcontractor needs ensuring site is prepared, scope is determined, and any outstanding items addressed
- **Team Leadership and Coordination:**
 - Manage on-site subcontractors and all related elements (scheduling, evaluating work performed, safety compliance, submittal review, shop drawings, RFIs).
 - Manage on-site employees, labor, and subcontractors for the build.
 - Train and direct foreman, laborers, carpenters, and other workers
 - Meet with clients, architects, project managers, subcontractors, management, and field staff regularly, keeping communication open and professional.
- **Safety and Compliance:**
 - Be a positive advocate for safety in action and attitude; reinforce awareness to reduce the risk of injury or citations.
 - Ensure correct safety documentation is maintained.
 - Ensure code compliance.
 - Maintain a daily log for the job site's operations, reporting to management as necessary.
 - Conduct daily safety walk-throughs and maintain a job log of all required information (personnel, owner visits, inspectors, architects, hazard identification and abatement, weather, near misses, etc.).
- **Documentation and Communication:**
 - Maintain plans, specifications, as-builts, and other necessary documentation throughout the lifecycle of the project.
 - Communicate effectively with the project team and stakeholders.
 - Make changes in the operation as necessary to best meet construction deadlines.
 - Create Daily Logs in Buildertrend documented with site photos
- **Additional Responsibilities:**
 - Maximize supplier relationships.
 - Hire additional subcontractors and assign work accordingly.
 - Collaborate with clients, Project Managers, and other construction management to determine budget and timeline.
- **Qualifications and Skills:**
 - 10-15 years of superintendent experience, 5 years in high-end, custom residential work.

- Experience working through design details and constructability challenges with architects and designers.
- Construction Management degree, or relevant education plus experience.
- Ability to read and interpret architectural drawings and specifications.
- Journeyman-level carpentry skills.
- Excellent and professional communication, team-building, and mentoring skills.
- Ingenuity based on technical knowledge and experience with both traditional and new materials.
- Proficient with a computer and in multiple computer programs including Google Productivity & Communication Suites, Microsoft Programs.
- Experience with Buildertrend & Fieldwire is a plus, but not required.
- Knowledge of construction budgeting best practices.
- Good planning skills, including design execution, resource allocation, and contingencies.
- Thorough understanding of construction equipment, including safe operating practices and signs of maintenance issues.
- In-depth understanding of local, state, and federal construction regulations.
- Great problem-solving and decision-making skills.
- Effective leadership abilities, like motivation, goal-setting, and conflict management.
- Organizational skills, including time management, delegation, prioritization, and multitasking.

Additional Information:

- Hanes Construction, Inc. offers competitive compensation, 401k, and benefits packages.