

Working Site Superintendent

We are seeking an experienced working site superintendent with commercial background. The candidate will be responsible for overseeing all trades and effectively managing daily on-site activities. The successful candidate must possess the knowledge, experience and confidence to engage and professionally interact with the design professionals, consultants and clients while successfully directing the sub-contractors and other construction related personnel in planning, coordinating and safely executing the work in accordance with the contract documents, schedule and budget. This individual will work closely with the Project manager and fill in where needed during the project.

Responsibilities:

The following is a list of the major responsibilities of the Working Site Superintendent

- Assist in the preparation of the project schedule
- Review the project plans and specifications and comment on the build design, scheduling, possible cost savings measures and potential construction problems.
- Assemble the job site and equipment requirements
- Have confidence in own ability to intelligently communicate with design team/client as well as effectively lead the trades.
- Contact, schedule and coordinate all subcontractors, suppliers and utilities
- Monitor and maintain the project construction schedule on a weekly basis.
- Raise and discuss relevant issues at meetings
- Inform the project manager of any errors, discrepancies or omissions contained within the design drawings
- Maintain a safe job site and ensure that the requirements of the Occupational Health and Safety Act are enforced and rectify job site hazards immediately
- Coordinate and direct independent testing and inspections as required
- Maintain and enforce good construction standards and quality control
- Maintain control and responsibility for the security and operation of equipment owned by company while on the job site
- Control and monitor labour, material and equipment expenses if required
- Maintain a neat and tidy site
- Stay up to date with current legislation in Health and Safety and Building Code regulations
- Thoroughly understand the project plans and specifications

Core Competencies:

- **Organization-** Utilizes strong organizational skills

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- **Communication-** Displays strong written and oral communication skills and employs effective listening skills
- **Problem Solving-** Analyzes problems and makes sound decisions in a timely manner based on objectives, risk, implications and cost
- **Interpersonal Skills-** Tactful and mature demeanor with well-developed interpersonal skills including the ability to work well with diverse personalities

Requirements:

- Self starter, highly motivated and goal oriented
- Excellent attention to detail with emphasis placed on quality
- Very organized with a systematic approach to achieve accuracy and efficiency
- Well-developed interpersonal skills, including the ability to manage personalities
- Professionally and technically competent
- Quick, sharp, confident, assertive, ethical and ambitious
- Analytical with the ability to examine issues from multiple viewpoints
- Friendly and out-going
- Works well with others
- Ability to get the job done when needed

Qualifications:

- College or University degree in Construction or related field an asset
- Carpenter Certificate or Diploma required
- Minimum 10 + years experience preferred
- Excellent organizational, presentation, and interpersonal skills
- Proficient in Microsoft Word, and Excel
- Must have understanding of construction terms, scheduling and planning concepts
- Extensive knowledge of the Ontario The Building Code Act, 1992
- Health and Safety knowledge and experience
- A solid understanding of all construction trades and construction techniques
- Own transportation required
- First Aid Certified an asset