

AUS
SUPERINTENDENT - COMMERCIAL

Location:

Required Education: Minimum High School – 2 – 4 years extended education preferred

Required Experience: At least 5 years

Local Travel:

Employment Type: Full-Time

Industry: Superintendent

Job ID: Superintendent

The Superintendent responsibilities include but are not limited to:

- Pre-Job Startup - Visit and familiarize with contractor and site; assess project specifics; attend mandatory preconstruction meeting with Project Manager and manufacturer; coordinate personnel access and stock itinerary.
- 5+ years construction experience
- Must be able to demonstrate experience installing systems according to material manufacturer requirements.
- Must be able to operate a wide variety of construction tools and equipment safely.
- Must be able to operate material handling equipment.
- Professional appearance with the ability to report correctly and the ability to continue learning.
- Ability to follow OSHA regulations. OSHA 30-Hour certification required.
- Current, valid driver's license with a clean or nearly clean driving record. CDL preferred.
- Must be able to locate and correct work deficiencies
- Be able to pass a drug screen
- Visit jobsites as directed to record information needed by the estimating department.
- Work together with Project Management to schedule material and labor with other departments and service as needed.
- Be in constant contact with the Project Managers to ensure the jobs run on schedule and under budget, and all information and materials needed by the Foremen are provided in a timely manner.
- Review jobs with Project Manager and Project Foreman - review scope of work, submittals, schedule and contract; establish lines of communication and areas of responsibilities with GC/Owner regarding change orders, billings, etc.
- Interface with Warehouse - Create pre-job equipment list including safety, specialty equipment and rentals. Schedule trucks, equipment deliveries and returns. Liaison between field and shop regarding materials needed on a daily basis.
- Field Support for Crews - Review scope of work with Foreman/Project Manager warehouse and field as required. Supervise Foreman. Track labor expended to production per man day. Generate extra work orders not in contract and secure backup. Coordinate receipt of daily job reports. Investigate any incidents (OSHA, thefts, etc), document and submit to Safety Director immediately.
- Provide assessment with all related backup. Coordinate scheduling of subcontractors. Coordinate final close out of project. Pre-inspection punch list to be done by Superintendent with Foreman prior to inspection. Manufacturer's final inspection to be done by Superintendent in conjunction with punch-list crew. Meeting with GC/Owner to finalize outstanding issues. Issuance of warranty. Strive for goal of zero punch-list items prior to crew leaving the job site. Daily contact with customer to review job progress and issues.
- Conduct daily visits to all active jobsites to ensure progress with established production goals and obtain information needed by Project Management.
- Document job progress including photos to be downloaded to project folder
- Administrative - Evaluation of assigned foremen. Evaluate projects which are running over budget and identify factors (bad estimate, added enhancements, unforeseen conditions, etc.);

critique for options of cost control. Exposure assessment to be done early-on, in writing, describing deficiencies/shortfalls of both labor and materials

- Complete other tasks/duties as may be assigned.

Requirements include but are not limited to:

- Required: High school diploma. 2 – 4 years extended education preferred
- Required: Ten years satisfactory work record as a Superintendent with a similar size contractor.
- Required: Understanding construction practices, techniques, codes and regulations.
- Licensing/Registration/Certification: Valid State Driver's License
- Needs to understand scheduling, record keeping, and have the ability to deal effectively with people.
- Must be able to prioritize work-load to ensure that the most important tasks are completed first.
- Must be able to understand and communicate effectively, both orally and in writing.
- Understanding of Spanish a plus.
- Must be able to climb ladder and lift 75 lbs.
- Must be able to pass periodic drug screening.
- Must be able to pass Federal Security Screens including Fingerprinting

AUS is an Equal Opportunity Employer. We consider applicants for all positions on the basis of qualifications and without regard to race, color, religion, sex, national origin, age, marital status, veteran status, disability, sexual orientation and any other legally protected status.