



## PROJECT SUPERINTENDENT

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We are seeking a **Project Superintendent** with minimum 5 years of experience as a commercial construction superintendent is required. Must be capable of supervising large-scale commercial construction projects with multiple subcontractors, trades and equipment provisions. A proven track record of completing projects on time and within budget.

This is a great opportunity for a seasoned individual or construction professional interested in advancing their career. Continental Building Co. fosters a culture of safety, quality, and support - including an advanced technologies department.

Competitive wages based on experience and performance-based bonus structure. Travel compensation and a generous benefits package including Health, Dental, Vision, Life and Disability insurance, PTO, 401k with employer match, and Wellness Program.

**POSITION SUMMARY:**

Within the framework of Continental Building Company's core values, the Project Superintendent is the principal on-site company representative who directs, coordinates, and controls the subcontracted work. He/she is committed to excellence, responsible for knowing and understanding the details of the project, and collaborates with the Project Manager to ensure that the project is built effectively and efficiently. A Project Superintendent solves disputes in the field in a courteous and professional manner utilizing the specifications and drawings along with schedules and contracts to resolve fairly and in the best interest of the project. He/she is capable of managing field operations on a project independently while promoting the company's overall expectations regarding schedule, budget, quality, safety, and client relations.

**DUTIES AND RESPONSIBILITIES:**

- Provide on-site supervision of subcontractors
- Ensure that the health and safety plans are developed, communicated, implemented, and enforced. Follow up and ensure safety audits are completed accurately and timely. Identify critical issues and assist in the development of improvement procedures.
- Conduct subcontractor orientation and expectations meetings at on-set of project and as required throughout the entire project schedule
- Develop site logistics plans along with the Project Manager and/or Project Executive
- Ensure that the budget is followed in terms of purchases and wages
- Plans for and uses resources efficiently, always looks for ways to reduce costs while maintaining quality
- Organize the workers and ensure that they are performing as required to meet schedule and budget, including providing daily general inspections
- Liaise with government inspectors on the standard requirements of the site in terms of licenses and safety
- Ensure quality control in the field as in adherence to CBC's QA/QC program. Coordinate custom mock-ups and/or special field measures. Correct poor workmanship immediately in order to minimize quality issues being placed on the punch list
- Write daily reports and project progress records in coordination with the foreman and Project Manager
- Continuously monitor subcontractor productivity and percentage complete, identifying problems and potential delays, and provide solutions to resolve.
- Ensure work schedules are maintained and the project records are completed properly and submitted in a timely manner.



### CORE COMPETENCIES:

To perform the job successfully, the Project Superintendent must demonstrate the following:

- *Integrity:* Adheres to high ethical standards. Helps to maintain the company's reputation. Uses discretion in handling confidential information
- *Professionalism:* Consistently demonstrates a high-level of professionalism that represents the company's goal of being the best in the industry.
- *Accountability:* Takes responsibility for own mistakes and works to correct them. Able to meet required deadlines, often in a fast-paced environment
- *Adaptability:* Adapts quickly to change. Copes with the pressure of time, responsibility and work load effectively
- *Execution:* Delivers on commitments in a timely, efficient and cost effective manner to ensure results are achieved. Is self-motivated and can work independently.
- *Strategic:* Able to develop and implement creative strategies for long-term company gain
- *Critical Thinking:* Able to use sound judgement and deductive reasoning in situations that require problem solving
- *Quality:* Work is professional, accurate and complete; shows attention to detail
- *Passion:* Demonstrates positive energy and attitude
- *Communications:* Keeps supervisors and others informed of important work related items
- *Teamwork:* Has good listening skills, respects others and builds strong working relationships

### EDUCATION AND EXPERIENCE:

Degree in construction related field is preferred. Minimum 5 years of experience as a commercial construction superintendent is required. Must be capable of supervising large-scale commercial construction projects with multiple subcontractors, trades and equipment provisions. Skills and knowledge must include:

- Line & grade
- Knowledge of all divisions of work
- Scheduling, sequencing, phasing of work
- Sequencing and organizing trades

Computer software experience is desired, including Microsoft Office and Bluebeam. Some travel may be necessary

### RELATIONSHIPS:

Reports to Vice President over project or Senior Superintendent, if applicable. Works closely with and takes direction from Project Manager, Project Executive and Field Executive. This position may have supervisory responsibilities over Field Superintendents, Foremen and laborers.

### GROWTH OPPORTUNITIES:

Senior Superintendent.

### CERTIFICATES, LICENSES AND REGISTRATIONS:

Must have valid driver's license and a good driving record