



## **Prospective Superintendent job description:**

Candidate for the position of Superintendent shall possess the abilities listed but not limited to include on site coordination for all phases of construction projects, build rapport and coordinate sub-contractors, job site safety, coordinate weekly progress meetings, quality control, and maintain a line of communication with CEO and President.

### Construction Superintendent Requirements and Qualifications

- Three years on the job experience as a commercial construction superintendent.
- Ability to run multiple projects simultaneously, while adhering to budgets and timelines.
- Able to multitask, prioritize, and manage time efficiently.
- Able to manage a team while managing multiple projects.
- Experienced at identifying subcontractor deficiencies and correcting immediately.
- Excellent verbal and written communication skills.
- Accurate and precise attention to detail.
- Goal-oriented and organized leadership.
- Able to analyze problems and strategize for prompt solutions.
- In-depth understanding of the construction industry.
- Self-motivated and self-directed.
- Computer Skills: Proficient with Microsoft Office; Microsoft Project and experience with PlanGrid software is preferred but not required.
- Knowledge of local, state, and federal building code regulations
- Able to build solid relationships with team members, vendors, and owners.
- Ability to work overtime and weekends when needed.

## **Benefits:**

- 401 (k), profit sharing, bonus, employee referral program
- Health, dental, disability, and vision insurance
- Life insurance, PTO, paid holidays.

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