



CONCRETE, INC.

CONSTRUCTION SUPERINTENDENT POSITION

JOB DESCRIPTION

Introduction

J.A.R. Construction specializes in Heavy Highway Construction, ranging from small street reconstructions and parkway improvements to freeway and highway construction. Our expertise includes utility infrastructure (water, sewer, and storm water), asphalt paving, concrete paving, site work, earth work, etc.

Summary/Objective

The Construction Superintendent is responsible for planning, scheduling, coordinating and directing all construction work related to a specific project or projects while strictly adhering to budgets and production rates. He directly oversees and supervises work crews and foremen working under him on his project(s), as well coordinates and schedules subcontractors and suppliers in accordance with construction schedule and project needs. He ensures that all of Owner, Traffic Control and Safety requirements and guidelines are followed on projects under his supervision. He will work alongside Project Manager and/or Project Engineer to follow project plan and specifications as well as report all work activities (employee time, production, measurements, etc.) as may be needed to ensure project is being completed and billed correctly.

Essential Functions

1. Becomes knowledgeable with Owner and project plans and specifications.
2. Build construction schedule and make changes as necessary to ensure timeframes and deadlines are met.
3. Directly supervises and takes part in all work required for the completion of the project.
4. Coordinates foremen, work crews, equipment and material required for the completion of work activities.
5. Coordinate and supervise subcontractors in order to ensure timely completion of their scope of work.

6. Meet or exceed anticipated production rates and time frames in order to complete project on time or ahead of time while adhering to scheduled budgets.
7. Meet and communicate with Owner Inspector and/or Management team to coordinate work activities as may be required.
8. All other functions as may be required by JAR Construction and/or construction projects.

Competencies

1. Collaboration Skills.
2. Decision Making.
3. Project Management.
4. Results Driven.

Supervisory Responsibility

Directly oversee all personnel, suppliers and/or subcontractors required for construction project.

Work Environment

While performing the duties of this job, the employee is exposed to outdoor weather conditions.

Position Type/Expected Hours of Work

This is a full-time position. Days and hours of work vary and are dependent on project needs; however typical working hours are Monday through Friday, 6:30 a.m. to 5:00 p.m. Saturdays and Sunday along with night work may also be needed.

Required Education and Experience

1. 5+ years' experience as Project Superintendent in the heavy highway construction industry.
2. Minimum education High school diploma or GED diploma.

Additional Eligibility Qualifications

Bilingual (English/Spanish), proficient in management skills, computer literate.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.