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We are looking for a superintendent to oversee commercial construction projects in the Southeast Texas area.

Superintendent Job Duties and Responsibilities:

Roles & Responsibilities:

- Create project schedule
- Daily schedule monitoring
- Relay notes w/ Project Managers
- Laydown, deliveries, notification of, planning
- Foreman weekly meetings, 2-week look ahead
- Safety Site Walks
- Communicate w/ Marketing on Upcoming Social Media Opportunities
- Mentor Quality Manager
- Monitor SWPPP
- Monitor & Maintain Up-to-Date Site MSDS
- Reports to Project Manager
- Reports to Quality Manager
- Schedule testing and notify Quality Manager
- Conduct Toolbox Safety Meetings
- Maintain Safety incidents reports & logs

Daily Checklist:

- SWPPP Condition
- Jobsite Cleanliness
- Fire Extinguishers Locations & Ready
- Safety walks
- Journal entries: Critical path planned and achieved, hand tools, open holes, delays, sub manpower, equipment rental logs

Weekly Checklist:

- Schedule Updates

Monthly Checklist:

- Vehicle maintenance

Project Close-Out:

- As-Builts to QM
- Field notes to QM
- MSDS to QM
- SWPPP closed out
- FNOG Completed
- All Paper Docs to QM
- All Electronic Docs to QM

Requirements:

- A MINIMUM of 5+ years of experience as a commercial construction superintendent
- Able to create and follow a project schedule to meet customer deadlines
- Great communication skills
- Quality leadership
- Leader by Example
- Computer knowledge – we are a technology-based GC
- Ability provide quality results in all types of commercial building construction
- **we work in all industries**