



Title: Construction Superintendent

Job Type: Full-time

OVERVIEW: The Construction Superintendent executes construction projects by organizing, planning, and overseeing project tasks. They complete quality inspections and supervise all project members, including staff and subcontractors. The Superintendent will primarily be working on quick service, fast-casual, casual dining restaurants and retail remodels and TI's.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Lead and manage the on-site construction team including work schedules, project progress and resource allocation.
- Coordinating and overseeing all work on site.
- Attend production meetings.
- Ensure quality standards are met.
- Receive material and be responsible for equipment and materials on site.
- Follow the project timeline to ensure deadlines are met.
- Monitor and ensure on-site safety compliance, cleanliness and orderliness.
- Maintain records for site personnel such as daily field reports, field orders and RFIs.
- Liaison with inspection authorities regarding approvals.
- Create cost estimates for labor, supplies, materials and other project costs
- Collaborate with clients, Project Managers, other construction management to determine budget and timeline
- Review and becoming familiar with the schedule and budget, and ensuring adherence to these.
- Coordinate materials and equipment delivery with vendors and suppliers
- Implement management techniques that are cost-effective and efficient
- Create schedules for workers and subcontractors
- Hire additional subcontractors and assign work accordingly

KNOWLEDGE AND SKILLS REQUIRED:

- 2-5 years experience a construction superintendent
- Have basic knowledge of how to use Project Management and Construction software
- Have basic knowledge of how to use Microsoft platforms
- Proficient with taking and uploading digital photographs
- Ability to operate construction equipment (scissor lifts, forklifts, boom lifts, etc)
- Ability to interpret/build according to drawings, specifications and other documents
- Excellent communication and interpersonal skills
- Outstanding organizational skills
- Effective, professional written and verbal communication skills
- Ability to work with others- Architects, Project Managers and Clients
- Ability to prioritize tasks and meet deadlines
- Ability to be organized and to give proper attention to detail
- Self-starter who can take direction and redirection well
- Valid CA ID/DL

WORK SCHEDULE

- The Superintendent position is a salaried position that will require an investment of time and effort beyond a "9 to 5" work week at times
- The Superintendent is required to travel often to job sites/projects Nationwide based on active projects multiple times a month