



Job Description – Superintendent

Business Unit: Construction

General Expectations:

- Maintain Fowler Construction Company Limited (FCCL) image and reputation at all times
- Maintain a positive attitude
- Adhere to company policies and procedures
- Provide experience, expertise and knowledge to the company
- Demonstrate commitment to safety by following rules & guidelines established by FCCL and Occupational Health & Safety Act

Position Purpose: To supervise and oversee construction project(s) from start to finish, and provide direction and guidance to foreperson, subcontractors and workers to ensure a safe and productive workplace. The position is responsible for cost controls, completion of daily tasks/milestones, payment for work completed and ultimately the successful completion of the project.

Job Duties include, but not limited to:

- Schedule, organize, and direct the construction activities in accordance with the OHSA, FCCL's H&S Policy and project requirements.
- Instruct all personnel in a clear, concise manner on construction and safety aspects of the job when directing work tasks.
- Work with the Project Manager to plan the work sequence using specifications, drawings and site conditions for effective safety-conscious production.
- Strive to maximize the profitability of each job by minimizing costs and motivating crew productivity.
- Ensure that next day requirements for labour, equipment and supplies are ordered and communicated to staff.
- Complete work with attention to detail to produce a quality product.
- Complete daily diary notes to document changes, direction and productions.
- Maintain safe equipment operation on site.
- Liaise with onsite inspectors, owners' representatives, enforcement officers, and the public.
- Complete the work in accordance to the applicable contract, contract drawings, specifications and budget.
- Conduct yourself in a professional/mature manner.
- Report on productions, payments and regular tracking on a daily basis to the Project Manager.

Qualifications:

- 2-5 years of experience working as a Construction Superintendent.
- Professional designation (Gold Seal or P. Eng. or CET) is an asset, but is not a requirement.
- Computer literate (Word, Excel, Project, etc.).
- Strong organizational/analytical skills with clear oral and written communication abilities.
- Exceptional organizational abilities with task prioritization, multi-tasking, use of timelines and time management techniques.
- Strong work ethic and the ability to work cooperatively with other staff.
- Ability to work in a fast-paced environment.
- Must be able to work with little supervision; must be self-directed.
- Maintain a valid driver's license.

Work Conditions:

- Travel to various sites will be required (vehicle will be provided).
- Indoor and outdoor environments; various weather conditions.
- Weekend and evening work may be required to meet the demands of the position.
- Laptop and mobile phone will be provided.

Employment Consultant: Angela Harrison

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