

# BALSITIS

CUSTOM HOMES • RENOVATION • CONTRACTING

## Superintendent Job Description

**Overview:** The Superintendent monitors projects from planning to completion. They follow quality standards and ensure the safety and security of the construction site. The Superintendent also communicates and negotiates with external partners, such as subcontractors.

**Hours:** 6:30 a.m. – 4 p.m., Monday-Friday (Hours vary by season)

**Rate of Pay:** Based on experience

### Responsibilities/Duties:

- Operate and care for Balsitis Contracting equipment and machines
- Ensure compliance with safety, health, and quality standards
- Collaborate with engineers, subcontractors, and project managers to determine project needs
- Set performance goals and deadlines for the Balsitis Contracting team and subcontractors
- Supervise staff and provide constructive feedback
- Monitor and report on project progress
- Plan inspections
- Resolve on-site issues and emergencies
- Assist Balsitis Contracting with miscellaneous tasks

### Qualifications/Skills:

- 5+ years of carpentry/construction experience
- 5+ years of construction management experience
- Valid driver license required
- Ability to do physical labor and other strenuous physical tasks
- Ability to work in all weather
- Punctual and reliable
- Strong communication skills
- Organizational and time-management skills
- Detail Oriented
- Knowledge of local quality, safety, and health guidelines for construction job sites