

## Site Superintendent

Gavan Construction Company is a residential builder specializing in meticulously crafted custom homes and high-quality renovations in the Sea to Sky corridor. Our projects are characterized by unique design, exceptional craftsmanship, and an obsessive attention to detail.

### Job Overview

Based in the field on an active job site, the Site Superintendent works with the Project Manager and Foreperson to ensure construction complies with drawings, specifications, and schedule. The Site Superintendent is responsible for overseeing execution all trades, equipment, and use of materials on site to accomplish all activities safely, correctly, efficiently and in the quality expected of Gavan Construction Company. The Superintendent is expected to drive the project on site to ensure schedules/ timelines are met successfully.

### Essential Functions/ Major Responsibilities

Essential functions of the Site Superintendent may include, but not be limited to, the following:

- Responsible for the health and safety of all personnel on the construction site including company employees and subtrades.
- Ensure the site is fully compliant with the Occupational Health & Safety Regulations (OHSR) and company best practises are adhered to
- Provide strong leadership to the construction site by building a rapport with all employees and subcontractors

- Create an inclusive team environment where team members work efficiently and productively together
- Report to and inform Project manager of progress, unanticipated problems, and solutions
- Review of final IFC drawings and specs, advise of conflicts, missing scope, or errors. Comment on constructability.
- Assist in Scheduling of subcontractors, consultants, and vendors in critical path to ensure timely completion.
- Ensure all trades on site including Gavan Construction employees are working to designated tasks and goals to meet short, medium and long term milestones which includes ensuring the job site is ready to accommodate upcoming trades
- Perform quality control duties and responsibilities regarding the work being performed.
- Complete all layout work for Gavan Construction employees and subtrades
- Communicate with project team regarding RFI's
- Ensure that any subcontractor on the job site is fully executing and complying with their contracted scope of work
- Liaise with your project manager when the job site is ready for applicable building inspectors and/ or consultants
- Ensure all trades on site including Gavan Construction employees comply with WorkSafe BC standards
- Maintain daily log (written) of activities on the jobsite
- Take an active role in the mentoring of junior staff including apprentices.
- Conduct constructive quarterly reviews of apprentice progress on your job site.
- Document and then ensure subcontractor has corrected all deficiencies identified by project team.
- Required to be a daily active presence on the job sites to monitor activities and assist in future planning.
- Ensure that the job site is always kept in a clean and organized manner.
- Perform job progress reviews and complete punch list identification and execution.
- Enforce all company policies and procedures

### **Secondary Functions**

Secondary functions of the Site Superintendent may include, but not be limited to, the following:

- Identify areas of work that are outside of subcontracted scope.
- Preside at pre-construction meeting with each subcontractor, minute results of meeting.
- Opening the jobsite at beginning of the day and securing the job-site at the end of the day. Ensuring the lock up procedure is completed & documented at the end of each working day.

### **Skills/ Experience Required**

- Red seal carpenter (or equivalent) with 10+ years of construction experience in the Sea to Sky Corridor
- 5+ years of construction site management experience
- Advanced knowledge of construction disciplines, safety regulations, scheduling, cost control, quality control, engineering drawings and other documents including specifications
- Strong leadership and interpersonal skills
- Problem solving skills
- Ability to assume responsibility and be decisive
- Ability to use teamwork to achieve common goals