

## **JOB DESCRIPTION – MACKIE REAUX CONSTRUCTION, INC.**

### **CONSTRUCTION SUPERINTENDENT**

Primary responsibility is to manage all functions of a commercial construction job site, while providing excellent customer service. The superintendent manages the construction of multiple buildings from permit to finish by scheduling and supervising job-site contractors, assisted client walk-throughs, and inspections while maintaining company construction & safety standards.

\* **MUST BE ABLE TO TRAVEL WEEKLY** - Multi state construction projects. All travel expenses are paid by the company.

Company furnishes lodging accommodation's, company vehicle usage, daily per diem for meals, computer for job tracking/scheduling.

### **Salary DOE + Bonus upon successful job completion - PER JOB**

- Plans and directs construction activities on the building site.
- Schedules all involved subcontractors for each phase of development and construction.
- Completes each site on schedule from planning through occupancy, ensuring all contract obligations are satisfied.
- Approves work being performed by the subcontractors and handles any related issues.
- Authorizes payment of the subcontractors upon thorough inspection of work for quality and completion.
- Maintains a safe work site by implementing safety requirements and good housekeeping regulations, enforcing safe work habits, observing OSHA requirements and any state level agency's regulations.
- Maintains compliance with all applicable building codes.
- Verifies all checklists are completed and inspections are scheduled and passed.
- Recognizes and enforces quality standards through daily inspection of building under construction.
- Monitors jobsite cleanliness and holds subcontractors responsible for daily clean up.
- Schedules and manages subcontractors on warranty repairs.
- Conducts all business in a professional and ethical manner to serve customers and increase the goodwill and profit of the company.

- Ability to work additional hours as necessary to meet business needs.
- Develops and maintains good rapport with subcontractors, clients, city officials and inspectors.
- Suggests improvements within the system.
- Works effectively in high-pressure situations.
- Ability to communicate organizational policies and other information to subordinates.
- Completes daily reports and weather logs.
- Attends meetings on-site and off-site via web as directed.
- Maintains open, daily communications on projects to Project Manager and Administrative Staff .