

Site Operations (Superintendent)

Reporting Manager: Construction Manager
Location: Sumner, Washington
Classification: Exempt

POSITION

The Site Operations position shall be focused on the monitoring of construction and completion of multifamily and residential plat projects. Site Operations will be directly reporting and working with the Director of Construction or his designated Construction Manager, perform preconstruction drawing review; modify scopes of work as applicable to each specific project; inspect quality of work by contractors; coordinate with municipalities; act as liaison between design consultants and contractors; manage the project schedule; coordinate all inspection, and turn the project over to property management.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- To understand, initiate, and ensure contractors follow all WISHA and WAC safety regulations on the job site at all times in order to maintain a safe workplace.
- Host weekly jobsite coordination meetings.
- Leadership abilities.
- Interpret, understand, and follow plans and specifications in the construction of the project.
- Have a thorough knowledge of construction techniques and the imagination to derive the most efficient method of completing a task.
- Insure that all plan changes are properly noted and indicated on as-built plans.
- Maintain a high standard of quality control at all times and ensure the project is constructed per the contract documents.
- See that good housekeeping practices are observed and maintained by Contractors.
- Schedule materials, equipment and Contractors in a timely fashion.
- A conscientious attitude towards controlling job costs and adhering to progress schedules.
- Keep up to date on the completion schedule.
- Assist employees or Contractors with any problems.
- Ability to communicate our sequence of activities and completion schedules to all Contractors and material suppliers to effectively meet our goals.
- Inspects materials and work in progress to ensure that workmanship conforms to specifications and the adherence to construction schedules.
- Complete a Daily Progress Report each day.
- Ensure the project is secured each night.

QUALIFICATIONS AND EXPERIENCE:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Minimum 5 years' experience in a construction environment.



PHYSICAL AND MENTAL FUNCTIONING REQUIREMENTS:

- Ability to perform in all types of weather.
- Ability to perform medium to heavy work requiring prolonged or repeated standing, walking, climbing, stooping, kneeling, crouching and lifting to a maximum of 100 lbs, with frequent lifting and carrying of up to 50 lbs.
- Good eye/hand coordination is essential.
- Color perception, the ability to differentiate colors in terms of hue, and the ability to identify a particular color or color combination from memory is required.

KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

- Balanced decision making
- Attention to detail
- Accountability for others
- Ability to delegate (and follow up)
- Creative problem solving
- Customer oriented
- Self-management
- Team player and motivator
- Excellent written & verbal communication skills
- Handling stress
- Long range planning
- Personal accountability
- Persuading others
- Proactive thinking
- Problem management
- Results oriented

HOW TO APPLY:

If you are interested in being considered for this position, please submit the following materials to tarragonjobopportunities@gmail.com:

- Resume
- Cover letter

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