



**Building Excellence**

**Superintendent**

**Miron Construction Co., Inc.**

**Scope:**

Responsible for overall direct field supervision of projects, ensuring production goals, craftsmanship standards, and safety practices are met. The position interfaces with project management to develop construction schedules, update construction schedule progress completion, obtain subcontractors, and ensure that project is within budget.

**Experience:**

- High School diploma or equivalent, some vocational/technical/college is desirable
- 10 years of commercial construction experience and 5 years of construction supervision
- Required certifications/licenses
- Driver's license in good standing
- First Aid/ CPR certified;
- Proficient with heavy equipment (forklifts, reach forklifts, scissor lifts, etc.)

**Requirements:**

- Ability to communicate well and establish long-term relationships with our clients, subcontractors and employees.
- Experience executing a safety plan in the field.
- Strong sense of quality - must be able to both set an example of how to do high quality work and also must ensure crew performs high quality work.
- Must have experience managing large crews.
- Strong computer knowledge of MS Word, Excel, Outlook, and MS Project.
- Proficient with spelling, punctuation, grammar and basic business math.
- Think critically and able to solve problems.
- Handle confidential/sensitive information with discretion.
- Good judgment and analytical skills.
- Strong organizational skills.

**Responsibilities:**

- Cultivate relationships with our clients, subcontractors and employees.
- Manage and direct in-field construction and subcontracted resources (labor, sub-contractors, equipment, tools, and materials).
- Interpret drawings.
- Work with project management team to develop accurate construction schedule forecasts and to keep them updated weekly to track labor usage, material deliveries, and equipment costs
- Collaborate with project management team to provide pre-construction system design support with system design constructability and material take-offs, and post-construction constructability "lessons learned" feedback
- Work with safety personnel to ensure that new hires receive the requisite construction and safety training
- Maintain a high attention to detail and quality control
- Manage multiple tasks simultaneously
- Enforce site safety
- Manage and discipline a large work force

*Miron Construction Co., Inc. does not discriminate in hiring or employment on the basis of race, color, religion, national origin, age, sex, disability, Vietnam era military service, or any other basis on which discrimination is prohibited by federal, state or local laws.*