



## **SUPERINTENDENT**

**Freese Johnson, LLC (FJ)** is seeking experienced Superintendents who are willing to travel. The Superintendent is the field leader of projects who provides on-site field administration/supervision and technical management for all construction operations. The Superintendent provides direct supervision of assistants, subcontractors, and other construction related personnel. The Superintendent will direct them in planning, coordination, and execution of work on time, within budget while attaining or exceeding profit goals, and maintaining a safe workplace. The Superintendent will also promote and enhance Client relationships and FJ brand.

The Superintendent works in close coordination with the Senior Project Manager/Project Manager and their staff to ensure the timely and cost-effective execution of a quality project, which results in a Client who is satisfied with FJ. They oversee the field operations to ensure they fulfill their respective critical roles in order to safely execute timely, profitable and quality work.

The Superintendent is also expected to develop, nurture, and enhance FJ's relationships with the Clients and Designers with whom FJ works. This role includes the expectation of the development of repeat work with the Clients the Superintendent is assigned to when that opportunity is available. Designer relationships shall also be nurtured and managed in order to develop an avenue to secure work with new Clients with whom the designers may be working. The Superintendent's ability to influence the securing of new work through these relationships is a key factor for future development and advancement within FJ.

**Job Type:** Full-time

### **DUTIES AND RESPONSIBILITIES:**

#### **CLIENT DEVELOPMENT:**

- Represent the FJ project team in a positive manner at all project meetings.
- Represent FJ, at all times, in such a manner as that will enhance the reputation of the firm.
- Promote the growth and development of Client, subcontractor and vendor relationships.

#### **RELATIONSHIP SKILLS:**

- Has demonstrated the ability to interact with Owners with positive results. Can communicate with both written and verbal skill and carries themselves professionally in all meetings and interactions. Is viewed as a true advocate of the Owner and someone they can rely on to build a team as well as a building.
- Viewed as a leader of the site and exercises a "firm but fair" policy. Is seen as a Superintendent who can aid the subcontractors in achieving their own project goals.

#### **SAFETY:**

- OSHA 30 Hour certification required.
- Always embrace, promote, and enforce a culture of safety.



- Develop, implement, maintain, and enforce a project site specific safety program in accordance with policies and processes, local, state, and federal laws to include all subcontractors.
- Knowledge of applicable OSHA requirements and the management of an OSHA site visit and maintain current OSHA 30-hour certification.
- Set an example with proper personal behavior when on-site to promote a safe culture intolerant of injuries or negligent behavior that may lead to injuries and a commitment to returning workers home safely each and every day.

#### **CONTRACTS & RISKS:**

- Perform a qualitative review of all contract documents for potential conflicts or interpretation issues to mitigate risk.
- Ensure that all requirements of insurance, safety, labor relations, and Equal Employment Opportunity are met.
- Proactively identify and solve problems to minimize risk.
- Understand local labor requirements, availability, and capability for self-perform work.
- Be familiar with all policies and processes as it relates to this position.
- Ensure timely project completion through project scheduling, expediting of material deliveries and the management of material and document submittals/approvals.

#### **CONSTRUCTION PLANNING:**

- In coordination with Project Management and Preconstruction, develop an initial project schedule and provide detail to schedule as required for project. Once schedule is developed and sequenced, update, maintain, communicate, and manage all subcontractors and vendors to the schedule.
- Develop, maintain, and enforce a project site logistics plan and temporary facilities plan.
- Develop, implement, maintain, and enforce a project specific quality assurance and workmanship program to include all subcontractors.
- Perform and monitor all project control reporting measures including daily reports, petty cash report, payroll, quantity reporting, accident and incident reports, and timesheets.
- Have a working knowledge of all project plans, specifications, Owner Contract, Subcontracts, Purchase Orders, daily correspondence, shop drawings, submittals, and all other project related documents, and maintain a complete and accurate set of as-built documents.
- Oversee all layout and field engineering in accordance with all project requirements.
- Understand all trade contractor's means and methods in accordance with project contract documents.
- Coordinate daily construction activities within existing operating facilities.
- Develop and execute a plan for monitoring and completing punchlist items.
- Coordinate all required field inspections.
- Provide technical assistance to all members of project team.



- Take an active role in the Personal Development Plan process to develop and mentor subordinates towards a successful career with FJ.
- Be familiar with all policies and processes as it relates to this position.
- Generate and maintain a consistent sense of urgency throughout the project team and extended sub/supplier team to maintain the energy level required to stay on or ahead of schedule throughout the project.

#### **FINANCIAL:**

- Participate with the Senior Project Manager/Project Manager in issuance of monthly progress report, monthly payment applications, monthly PTC report, and other financial cost reports.
- In coordination with the Senior Project Manager/Project Manager, develop general conditions budget, and through labor cost monitoring, manage and control the budget.
- Review, approve, and code subcontractor and vendor payment applications and miscellaneous invoices in Construction Imaging.
- Monitor rental equipment on projects and maximize FJ equipment rental income where FJ equipment is available for utilization in lieu of third-party rentals.

#### **SKILL, KNOWLEDGE, QUALIFICATIONS AND EXPERIENCE:**

- Preferred four (4) year degree in a construction-related curriculum or equivalent experience in field related duties, including any accredited apprentice programs.
- Eight (8) years, +/-, experience as a Field Engineer/Assistant Superintendent.
- Demonstrated leadership ability of project teams with successful outcomes.
- Has mastered the Duties and Responsibilities of an Assistant Superintendent.
- Proficient in basic use and functions of a personal computer.
- Experience with Procore software preferred.

#### **ENVIRONMENTAL / WORKING CONDITIONS:**

- 99% field office and site environment.
- 1% office environment.
- Must be able to work in a variety of weather conditions which include, but are not limited to, extreme heat, humidity, rainfall, compliment of all seasons, combined with varying starting and stopping times.
- Work will involve exposure to varying noise and dust levels.

We offer a competitive salary with a signing bonus, benefits package, and vehicle allowance/truck. For consideration, please forward your resume to [hr@freesejohnson.com](mailto:hr@freesejohnson.com).