

## Superintendent

### Established Heavy Civil General Contractor seeking a Senior Superintendent for large Energy/Industrial Projects.

**Responsibilities:** Our Superintendent has overall responsibility for the success of the project site. Our Superintendent will directly oversee projects that vary in size and scope and the successful candidate should have previous experience in leading construction teams, trades and hourly employees. This includes, but is not limited to:

#### *Construction Operation*

- Oversight of site staff, field engineering and field teams accountable for the delivery of projects.
- Emphasizing site safety in accordance with regulatory requirements as well as Barclay's corporate Health & Safety Policy.
- Effectively manage field employees by providing guidance and leadership on construction activities and developing effective communication between field and other project staff.
- Develop and execute project work plans aimed at keeping projects on track and on budget.
- Provide senior level presence in the field.
- Coach field staff on issue resolution, mentor field staff and perform succession planning.
- Review site labour requirements.
- Providing feedback to the Project Manager regarding the construction schedule for successful completion of the project.
- Clarifying on-site scope of work with sub-trades and suppliers.
- Reviewing shop drawings.
- Scheduling deliveries of equipment and critical materials.
- Setup, orderly and timely management of field administration files (paper and digital).
- Document control (distribution of drawings & specifications, RFI's, transmittals).
- Involvement in QA/QC process in individual projects.
- Attend project start up, progress and close out meetings.
- Assisting Project Manager with project close out (deficiency lists and inspections, Operation and Maintenance manual, training).
- Leading project site meetings and sub-trade coordination meetings.
- Performing regular walk through of the site to audit progress, conformance, quality of work, cleanliness and safety issues.

#### *Relationship Management*

- Develop effective relationships with current and prospective subcontractors and trades.
- Routine correspondence to owner, consultants, sub-trades and suppliers in cooperation with the Project Manager.
- Coaching and mentoring of site personnel.
- Regular reporting and communication to Operations and Division Managers.

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## *Financial /Risk Management*

- Identifying construction risks, opportunities and thorough assessment of site conditions, sub-contractor and labour availability.
- Ensures all required permits and licenses are in place.
- Make realistic commitments to owners, consultants, project managers and sub-trades.
- Prompt disclosure of any issues or problems.

## *Miscellaneous*

- Gaining an understanding of The Barclay Construction Group's Vision & Mission Statements, our history, culture and capabilities and performing your duties in that context.
- Pursue training and development opportunities, striving to continually build knowledge and take opportunities to share expertise with others.
- All other related duties as assigned.

## **Qualifications/ Skills:**

- Post-secondary diploma/University degree Engineering, Trade or Technology Diploma, or a combination of education and industry experience preferred.
- At least 5 years' experience as a Site Superintendent for a top tier General Contractor in the construction industry on projects valued \$5 million and up.
- Proficient MS Office and Windows-based computer applications skills (Word, Excel, Outlook, Project, etc.).
- The ability to use/learn industry specific software programs such as Timberline, Primavera and MS Project.
- Good understanding of quantity surveying.
- Excellent oral and written communication skills.
- Detail oriented.
- Valid driver's license.
- Strong code of ethics.
- Gold Seal / LEED certification preferred.

## **Competencies:**

- Strong organizational skills including delegation, time management and prioritization skills.
- Demonstrated ability to manage complex construction sites within established timeframes and on budget.
- Proven ability to establish and maintain effective relationships with colleagues and site personnel.
- Strong conceptual, analytical, problem solving and decision making skills.
- Advanced skills in construction safety, scheduling, planning and execution.
- Ability to read/understand blueprints, structural designs, building layout surveying, and quantity surveying.
- Strong leadership skills.
- Excellent communicator, able to communicate accurately and in a professional manner as well as to maintain open and honest communication.
- Ability to exercise independent judgment and innovation and can go beyond immediate assignments and act on opportunities.

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- Ability to address and resolve conflicts and disagreements with candor and initiate strategies to manage conflict to reach the best solution for the organization.
- Ability to work as part of a team and promote an environment that encourages employees to work together.
- Demonstrated ability to proactively manage Health and Safety and maintain a safe work environment.

### **Working Conditions:**

- Most of the work is carried out on a project site; therefore, we would require the Superintendent to travel or stay close to the site. Flexibility and a willingness to travel throughout Ontario to various Sites is a must.
- Exposure to a construction environment.
- Some exposure to loud noises.
- Some exposure to machinery.
- Critical position with intense demands.

### **Salary and Benefits:**

- Salary range: Commensurate with experience
- Benefits as detailed through Affiliated Trade Hall
- Training to facilitate your career growth through programs such as LEED, Gold Seal and PMI

### **Submission Details:**

Please provide your project list (including the dollar value) along with your resume and cover letter.

*Only those selected for an interview will be contacted.*

*The Barclay Construction Group is an equal opportunity employer. Upon request, The Barclay Construction Group accommodates candidates with disabilities throughout the hiring process.*

***No agency calls please.***