



## Construction Project Manager/Field Superintendent

Lake Martin Signature Construction is looking to hire supervisors that are responsible for overseeing all aspects of residential construction projects. They ensure that projects are completed on time and within budget, monitor the safety of workers and equipment, and coordinate communication between various parties involved in the project (such as owners, subcontractors, suppliers, etc.).

### Construction Supervisor Job Duties

- **Communication:** Construction supervisors must be able to communicate with their team, subcontractors, and owners. You will be responsible for creating and sending emails, making phone calls, and holding in-person meetings. Effective communication is an essential skill for a construction supervisor.
- **Leadership:** Ability to lead their team of subcontractors and laborers. You can use your leadership skills to direct your team to complete tasks on time and to ensure the quality of the work. You can also use leadership skills to motivate your team and to ensure they feel valued.
- **Organization:** Ability to manage many tasks at once, so it's important for them to have strong organizational skills. You will be responsible for managing a team of subcontractors, keeping track of budgets, and ensuring that all building materials are delivered on time. Being able to manage your time and tasks effectively can help you be more productive and efficient.
- **Problem-solving:** Construction supervisors often need to solve problems and make decisions quickly. They may need to make decisions about which materials to use, how to complete a task or how to resolve a conflict between team members. Being able to solve problems quickly and effectively can help you make the right decisions and keep your project on track.

### **Duties & Responsibilities**

- Schedule and coordinate all construction activities, including subcontractors, material deliveries, and equipment rentals.
- Maintain a clean and safe job site by enforcing all safety regulations.
- Inspect work completed by subcontractors to ensure it meets the project specifications and quality standards.
- Prepare progress reports and submit them to the project team on a regular basis.
- Monitor project budget and track all expenditures.
- Resolve conflicts that may arise between different teams or individuals.
- Assist in the development of the construction schedule and project timeline.
- Ensure that all building codes and zoning regulations are being followed.
- Ability to read and interpret blueprints and other technical drawings.