



Position Description: Field Superintendent

The field superintendent provides the knowledge, skills and experience required to manage day-to-day field operations of AIS' environmental construction projects. Superintendents are responsible for the production aspects of the work and are accountable for: producing quality work that is consistent with the standards set forth in the project's contract documents; for performing the work in a timely and cost effective manner and for maintaining a work environment that is safe and continuously kept clean and orderly. Superintendents are also responsible for fostering a positive atmosphere, promoting proactive and effective communication, facilitating problem solving and for minimizing and resolving conflict in a constructive manner.

Superintendents' Responsibilities:

- Managing the day-to-day field activities to ensure that the project milestone dates and overall schedule completion date is met
- Creating short-interval look-ahead project schedules that make sure that upcoming events are communicated, tracked and are being proactively attended to
- Representing AIS in day-to-day onsite interactions with clients; maintaining a professional demeanor and demonstrating a commitment to customer service
- Adhering to and enforcing site-specific health and safety plans, and maintaining a culture that values safety, health and cleanliness
- Managing and coordinating the work to ensure that it is completed in an orderly and workmanlike manner and consistent with the contract requirements
- Obtaining all inspections and ensuring that the quality aspects of the physical work are fully documented
- Administering client specific programs, such as Quality Control, Safety, Environmental Stewardship, etc.
- Conducting and/or attending pre-construction, progress, daily tailgate and other project and staff meetings
- Managing the punch list and project closeout process to assure timely completion
- Maintaining daily paperwork such as timecards, field reports, schedule updates and E-mail correspondence
- Providing timely and cordial interaction with supporting work groups, such as accounting, HR, Safety, etc.
- Directing and managing the work loads of supporting staff to include training, mentoring and follow up; and
- Participating in the training of staff and encouraging staff to seek out professional development.

Requirements:

2-5 Years relevant experience required
Construction management experience a plus
Remediation experience a plus
40 Hr. Hazwoper training a plus