



Project Superintendent

Job Description

Catalyst Construction is a leading commercial construction management firm specializing in consistent and transparent processes. Our team is dedicated to excellence, fostering strong relationships, and driving continuous improvement in all we do. We align our work with core values of being Relational, Intuitive, Catalytic, Responsible, and Improving.

The Project Superintendent is responsible for the overall supervision of construction projects. This role ensures that projects are executed efficiently, safely, and in accordance with specifications, budget, and schedule. The Project Superintendent coordinates between various trade partners, manages field operations, and leads the construction team to deliver high-quality results.

SUPERINTENDENT QUALIFICATIONS:

- **Experience:** 5+ years of experience in commercial construction.
- **Leadership:** Strong leadership and supervisory skills with the ability to manage and motivate a diverse team.
- **Project Management:** Proven ability to manage construction projects, including planning, scheduling, and resource management.
- **Communication:** Excellent communication skills for interacting with team members, clients, and trade partners.
- **Problem-Solving:** Strong problem-solving skills to address and resolve issues that arise during the project.
- **Safety Knowledge:** Comprehensive understanding of construction safety standards and regulations.
- **Technology:** Proficiency in project management software, preferably ProCore.
- **Core Values Alignment:**
 - Relational: Ability to build and maintain strong, positive relationships with team members, clients, and trade partners.
 - Intuitive: Keen sense of anticipating issues and needs, with a proactive approach to problem-solving.
 - Catalytic: Drive initiatives that create positive change and promote continuous improvement.
 - Responsible: Demonstrate accountability and ownership in all aspects of the role.
 - Improving: Commitment to personal and professional development, always seeking ways to enhance skills and knowledge.

SUPERINTENDENT PRIMARY AREAS OF FOCUS:

- **Project Supervision:** Oversee all aspects of construction projects, including planning, scheduling, and execution. Ensure projects are completed on time, within budget, and to the required quality standards.
- **Team Management:** Utilize lean construction to supervise and lead the construction crew and trade partners. Assign tasks, monitor performance, and provide direction and support to ensure effective teamwork and productivity.
- **Resource Coordination:** Manage and coordinate materials, equipment, and labor. Ensure that resources are allocated efficiently and that any issues are addressed promptly to avoid project delays.
- **Safety Compliance:** Implement and enforce safety protocols and regulations on the job site, adhering to OSHA regulations. Conduct regular safety inspections and provide training to ensure a safe working environment.
- **Quality Control:** Monitor work to ensure it meets project specifications and industry standards. Address any quality issues and implement corrective actions as needed.
- **Communication:** Provide strong communication between the Project Manager, the project team, clients, architects, engineers, and other trade partners. Provide regular updates on project progress and resolve any issues or changes.
- **Documentation:** Maintain accurate project records, including daily logs, progress reports, and change orders. Ensure that all documentation is up-to-date and complies with project requirements.

SUPERINTENDENT BENEFITS:

- Competitive salary corresponding with experience (Wage Band: \$70,000 - \$95,000 annually).
- Comprehensive benefits package including health insurance, ancillary benefits, retirement plans, and professional development opportunities.
- Participation in the company vehicle program with a monthly allowance to reduce personal vehicle expenses.
- Opportunity to work on diverse and challenging projects with a reputable organization committed to influencing positive change with every project, person, and community.

SUPERINTENDENT PHYSICAL DEMANDS:

- Ability to navigate construction sites and access areas that may involve climbing ladders, stairs, and uneven terrain.
- Must be able to lift and carry up to 50 pounds of equipment or materials occasionally.
- Comfortable working in varying weather conditions, including heat, cold, rain, and snow.
- Capable of standing, walking, and bending for extended periods.
- Use of personal protective equipment (PPE) such as hard hats, safety glasses, gloves, and steel-toed boots is required.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.