



Construction Site Supervisor

Title of Position: Construction Site Supervisor

Reports to: Construction Director

Responsibilities:

- Supervises construction activity during volunteer days in accordance with Alachua Habitat for Humanity Plans, Specifications, and quality requirements.
- Provides supervision and training of volunteers on the jobsite. This includes holding meeting with volunteers at the beginning of the workday to discuss the plan for the day, assigning appropriate number of volunteers for the day's tasks, hands-on training of unskilled volunteers, clean up, and storage trailer reorganization at the end of day.
- Understands elements that contribute to successful volunteers and helps ensure that volunteers have a consistently good experience thus motivating them to return.
- Evaluates and implements good safety practices and constantly stresses same with volunteers.
- Accountable for security of the jobsite.
- Ensures communications to volunteers are accurate and timely.
- Inspects each phase of work to determine acceptable quality.
- Treats house recipients with respect and dignity. Strives to make their construction involvement meaningful.
- Reports to Director of Construction daily progress.
- Works closely with Director of Construction and Materials Coordinator to ensure materials and service needs are provided in a timely manner to jobsite.
- Meets long and short term goals established with the Director of Construction.
- Accountable for the job until complete and sold to the homeowner.
- Supervises warranty complaints and repairs.

Qualifications:

- Contractor's license preferred.
- Extensive background in residential construction, especially craftsmanship, painting, and carpentry skills.
- Organizational skills and experience managing construction projects is required.
- Communication and leadership skills to instruct unskilled volunteers in construction methods.
- Team building experiences a plus.
- Must have the skill and ability to communicate via e-mail to convey essential site issues as necessary.
- Must have experience in inspecting and developing Work Write-Ups for permit and budgeting purposes in conjunction with Director of Construction.
- Expected to work normal volunteer days; Saturdays and occasional weekdays.

Pay:

Terms to be negotiated

To apply:

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all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, or national origin