

We are seeking an experienced Site Supervisor to lead the day-to-day execution of our construction projects.

Our projects are primarily mid-sized multi-family projects where strong organization, communication, leadership, and timely decision-making are essential to maintaining a safe, productive, and efficient construction schedule.

The successful candidate will be responsible for coordinating trades, suppliers, materials, equipment, as well as other on-site activities, with a strong focus on safety, quality, scheduling, productivity, and overall project execution.

DUTIES & RESPONSIBILITIES

- Oversee day-to-day construction activities on site, coordinating trades, suppliers, materials, and equipment to maintain the construction schedule.
- Monitor construction progress against schedules, drawings, and specifications, ensuring trades, materials, equipment, and information are available when needed.
- Order and coordinate delivery of materials, supplies, and equipment required for construction.
- Review and interpret construction drawings, specifications, scopes of work, and project documentation.
- Maintain high standards of safety, quality, and workmanship through regular site inspections and timely correction of deficiencies.
- Perform regular quality-control inspections to ensure work complies with drawings, specifications, manufacturer requirements, and industry standards.
- Proactively identify and address site issues, conflicts, and potential delays, working with the Project Manager and construction team to keep work moving forward.
- Provide leadership and direction to subcontractors and site personnel, fostering a professional, organized, accountable, and productive work environment.

REQUIREMENTS & QUALIFICATIONS

- Minimum 5 years of construction experience, with demonstrated experience supervising active construction sites.
- Strong knowledge of construction methods, building practices, building codes, drawings, specifications, and industry standards.
- Excellent verbal and written communication skills.
- Highly organized, detail-oriented, dependable, and confident in managing day-to-day site activities.
- Strong critical-thinking, problem-solving, and decision-making abilities.
- Strong leadership skills with the ability to effectively coordinate subcontractors, suppliers, and site personnel.
- Ability to work effectively in a fast-paced construction environment and respond appropriately to changing site conditions and priorities.
- Strong time-management and multitasking abilities, with the ability to prioritize work and maintain an efficient construction schedule.
- Committed to maintaining high standards of safety, quality, productivity, and workmanship.
- Proficient in Microsoft Office and comfortable using construction scheduling, project management, and related software.
- Relevant trade certification, technical education, or construction management education is considered an asset.
- Seeking a long-term career opportunity with the opportunity to grow within the organization.