

## **IMMEDIATE OPENING**

June 23, 2015

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## **Birchmier Construction Has An Immediate Opening For A Construction Superintendent**

### **Duties:**

- **Oversee and direct the scheduling, production and procurement of materials, manpower and equipment from conception to completion.**
- **Review subcontractor shop drawings and submittals based on the design drawings**
- **Prepare and update the construction schedule on a weekly basis based on percentages of completion**
- **Provide quantity takeoffs to assist with validating subcontractor's draw requests on a monthly basis**
- **Document effectively and professionally in writing and orally with owners, design consultants, and governing authorities**
- **Prepare agendas and schedule weekly meetings with subcontractors and suppliers to manage and coordinate all work activities in an efficient and timely manner**
- **Obtain and code delivery tickets for all items delivered to the job site**
- **Review subcontractor scopes of work effectively**
- **Prepare and submit all weekly project documentation electronically**
- **Inspect work in progress to ensure workmanship complies with plans and specifications.**

- Review all work activities for compliance with OSHA requirements
- Coordinate all inspections with the governing bodies as required
- Perform site inspections with clients, architects, or subcontractors while reviewing details of the plans and specifications

**Qualifications and Experience:**

- Minimum six years of construction experience
- Minimum four years in a leadership capacity on commercial projects
- Proficient in the following areas: estimating, scheduling, budget/cost control, supervision, client relationships, communication skills, Microsoft Office, Microsoft Project, and the ability to learn relevant applications

**Benefits:**

Competitive Salary and opportunity for advancement

Health insurance covered 100% by the employer and additional family members can be covered at an additional cost

401k participation

Project Performance Bonus

Paid Time Off / Vacation

Holiday Pay

**About Birchmier:**

*Birchmier Construction, Inc. is one of Central Florida's premier general contractors established in 2000, by Randy Birchmier. Located in Maitland, Florida, Birchmier designs and builds commercial properties across the Southeast United States.*