Downloaded from <https://www.velvetjobs.com/job-descriptions/civil-supervisor>

# Example of Civil Supervisor Job Description

Our growing company is looking for a civil supervisor. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for civil supervisor

* Ability to work effectively with various personnel and in team with flexibility in work assignment
* Ability to undertake and coordinate accidents and incidents investigations
* Provide guidance and technical assistance to contractors
* Encounter issues that are multi-disciplinary while working as a construction focal point for a project
* Interact with internal departments and contractors involving discussion of project information, possible solutions to problems and co-ordination of work
* Comply with the highest level of safety during project execution
* Oversee the principal contractor to construct and commission a civil and electrical construction project
* Ensure the scope of work and technical drawings are implemented and that all work is in conformity to standards and specifications
* Ensure compliance with QA inspections
* Ensure that various management plans are being adhered to (Safety, Quality)

## Qualifications for civil supervisor

* Monitors the activities of assigned contractors and ensures compliance with project quality, safety, and security requirements
* Remains knowledgeable of safety policies and procedures performs assigned duties in a safe manner and, while supervising others, has responsibility for their safety and ensures that they comply with established safety policies and procedures and practice safe work habits
* Coordinates the work activities of assigned crafts or functions within the disciplines involved in the project
* Schedules work activities and manpower requirements to meet established completion dates
* Reviews work assignments with craft supervisors and gives instruction relative to the methods and procedures to be used desired results
* Must be able to satisfy requirements for fitness for duty and background requirements to obtain a badge at a nuclear plant