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# Example of Civil Supervisor Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of civil supervisor. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for civil supervisor

* Assure that high standards of safety, security and environmental compliance are consistently followed at assigned work locations
* Fully understand the assigned project scope and contract work authorization details
* Ensure safe and reliable construction and maintenance activities consistent with company, objectives and policies, in full compliance with existing and relevant emerging government codes and regulations
* Work with other supervisors and departments to review engineering drawings, technical specifications, survey site locations for constructability considerations
* Ensure successful performance of assigned contract crews and help to encourage a "continuous improvement" field work environment within a performance based culture
* Responsible for execution of works as per GFCs
* Responsible to cross check BBS, grade of concrete, inspection of materials & other testing procedures before commencement of execution
* Inspection of works before & after the execution and to ensure good quality engineering practices
* Direct supervision of trade and subcontractor staff and adhering to UGL's procedures to ensure works performed are of a high quality, ensuring safe work practises are followed and executed efficiently
* Proactively monitor and evaluate systems and procedures specific to site work to ensure they are current, aligned with UGL, Project and National standards and in-line with best practise methods

## Qualifications for civil supervisor

* Certificate from a technical institute or equivalent in civil discipline, OR
* Completed a technician apprenticeship
* Certificate from a technical institute or equivalent in an appropriate discipline with at least 3 years of relevant post-qualification experience, OR
* Completed a technician apprenticeship with at least 3 years of relevant post-qualification experience
* Certificate from a technical institute or equivalent in an appropriate discipline, OR
* At least 2 years (1 year for Diploma/degree holder) experience of Civil works as Supervisor or in higher capacity OR At least 2 years(1 year for Diploma/degree holder)experience as Works Supervisor/JE(Works)or above in Railways