## **Example of Superintendent Job Description**



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Our innovative and growing company is looking to fill the role of superintendent. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for superintendent

- Perform weekly inspection of sprinkler valves and log information
- As building's Fire Safety Director, perform requirements as per Code
- Perform daily "walk-throughs" to ensure building standards are being adhered to
- Fosters a team environment to ensure that effective communication, coordination of activities, and effective problem solving can occur
- Builds and maintains positive subcontractor relations
- Ensures that subcontractors are managed and continually evaluated on quality, safety, scheduling and cost control measures
- Enforces the site safety program and ensures subcontractor compliance with Company standards and all applicable safety codes and regulations
- May provide leadership and guidance to Assistant Superintendent(s)
- Responsible for leading the overall homebuilding process
- Responsible for construction

## Qualifications for superintendent

- Safety training is a plus
- Written communication with project manager photo documentation, email, daily field reports
- Proficient with Microsoft Office products including Excel and Outlook
- Ability to coordinate heavy equipment operations at multiple locations, and adjust priorities as needed

•	Minimum of five (5) years electrical, plumbing and construction experience
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