



**Job Title:** Project Superintendent

**Position Type:** Full-Time

**Main Responsibilities:**

- Project pre-planning & sequencing
- Leading and managing the on-site construction team
- Coordinating and overseeing all work on-site
- Attending construction meetings
- Reviewing and becoming familiar with the schedule and budget and ensuring adherence to these
- Ensuring quality standards are met
- Responsible for Dahmes equipment and materials on-site
- Following the project timeline to ensure deadlines are met
- Monitoring and ensuring on-site safety compliance, cleanliness and orderliness
- Maintaining records for site personnel such as daily field reports, field orders and RFI's
- Liaising with inspection authorities regarding approvals

*Cost Accounting*

- Construction superintendents will be involved in pre-construction estimates and budgets when appropriate.
- Coordination with the project manager in monitoring expenses to ensure that they are meeting budget and if not, devise a plan to get back on track
- As Project Superintendent, maintain records of material and labor quantities
- Track the inventory of supplies and materials to guard against loss and to ensure that vital materials are ordered and delivered to meet schedule

*Coordinate Activities*

- The construction superintendent must coordinate the activities of all tradespeople, professionals and laborers.
- Work closely with the project manager, architect or engineer who designed the project to ensure construction plans are followed
- Superintendents must plan work schedules so that conflicts do not occur, such as having a crane operator report before the item to be lifted has been fabricated or delivered

*Reporting:*

In order to track, learn, drive efficiency and provide competitive future bids, accurate project reporting is a top priority. The superintendent's role directly impacts the accurate record keeping of this information. The Procore software platform will be utilized for project documentation including:

- Daily Log – notes, work performed each day, abnormal conditions, shut downs etc..
- Timecards – Sup. Timecard and/or Dahmes employee visitors on-site
- Inspections (pictures linked for reference always a plus)
- Deliveries
- Manpower (each crew on-site, number of workers, hours worked, subcontractor equipment)
- Accidents/Injuries
- Equipment log – equipment on-site for DC/DSI use

*Schedule:*

- Work closely with the Project Manager to develop short and long-term schedules.
- Manage the short-term schedule with a 3-week plan to ensure schedules coincide with each other, with guidance from the Project Manager



**Required Skills:**

- High school diploma or equivalent
- 5+ years of experience in construction supervision, management or equivalent
- Proficient in Microsoft office suite
- Outdoor/Indoor work environment in all weather conditions

**Available Benefits:** Medical/Dental/Vision; 401K match; flexible spending accounts; basic and voluntary life insurance; disability insurances; paid holidays; paid time off (PTO); employee assistance program; personal development program; referral bonus; bereavement leave. All benefits are subject to applicable plan and program terms (including eligibility terms) and may be subject to change.

**Location:** New London, MN; 90% Travel Required

**Starting Salary Range:** \$90K - \$130K / Annual

For information on Dahmes Stainless Inc. including more information on employee benefits and our company culture, visit our website at [www.dahmes.com/careers](http://www.dahmes.com/careers).

Those candidates selected for further consideration will be contacted.

*Dahmes Stainless Inc. is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.*