



## **Job Description for PROJECT SUPERINTENDENT**

**HiFive Development Services** is a trend-setting Design-Build company on the cutting edge of Project delivery. We have a very loyal client following and do repeat business with many companies and organizations. If you are seeking a position working with a talented group of people, enjoy developing a personal relationship with your clients and like a challenge, you may want to consider this incredible career opportunity.

The qualified **Project Superintendent** will have experience constructing Hotels, Hospitality, Church and Non-Profits, and other Commercial Projects from \$5 - \$20 million. The Superintendent will oversee construction of the project in the field, providing leadership to field staff, and ensure successful completion of all trade work. The Superintendent will also work closely with the Project manager and Executive Team to ensure timely and quality completion of construction process and strategies for the acquisition of new work.

### **JOB DUTIES**

---

- Assist in the Preconstruction process;
- Assist in development of detailed CPM Schedule;
- Assist in development of Detailed Scope of Work;
- Develop a project site logistics plan;
- Maintain a thorough understanding of contract documents;
- Manage labor force to achieve optimum performance;
- Review and understand material budgets and negotiate purchase orders;
- Review and understand equipment budgets and negotiate rental rates;
- Monitor project costs and identify areas for improvement;
- Provide leadership in a quality process;
- Provide leadership in the safety and accident prevention programs;
- Document daily construction activities;
- Chair weekly subcontractor coordination meetings;
- Issue and maintain short term schedules;
- Assist Design Team and Project Managers in the Shop Drawing and Submittal process;
- Verify that drawings are kept current.

### **JOB REQUIREMENTS**

---

- 10+ years in Commercial General Contracting (Design-Build a plus);
- Thorough knowledge of construction systems, scheduling systems, and commercial safety requirements;
- The ability to travel a plus.

### **PLEASE SEND YOUR RESUME AND CONTACT INFORMATION TO:**

---

- Fax: 513.336.0196
- Email: [careers@hifive1.com](mailto:careers@hifive1.com)