



## **Job description**

**AGI Construction, Inc.  
Construction Superintendent – Job Description**

**JOB TITLE – Construction Superintendent**

**REPORTS TO: GENERAL SUPERINTENDENT**

### **GENERAL SUMMARY OF THE POSITION:**

AGI is currently looking for a qualified and experienced construction superintendent to become a part of our team. The Superintendent is responsible for field operations and technical support on the projects assigned in order to achieve the safe, timely and profitable completion of each project.

### **ESSENTIAL JOB FUNCTIONS:**

- Supervise total effort to ensure project is constructed in accordance with design, budget and schedule.
- Ensure the work performed complies with all specifications and requirements of the contract documents.
- Ensure that all permits and excavation notices have been received as required for the movement of equipment, opening of street, dig safe, etc.
- Arrange for flaggers and coordinate with public works officials as necessary.
- Develop and implement work schedules identifying the critical path including the expediting of scheduled critical materials and equipment for their timely delivery to site.
- Schedule and dispatch field employees and sub-contractors for most efficient use of labor, equipment and materials.
- Plan, coordinate and supervise on-site and emergency job functions (scheduling, material control, personnel and may provide day-to-day direction) in order to complete the work on time, within budget, and to quality specified.
- Supervise and provide leadership to field personnel and ensure all on-site personnel comply with project procedures, safety programs, requirements, work rules, etc.



- Document all violations, notify project management, and implement corrective action. Maintain accurate time and material records and complete client paperwork as required. Time sheets, work orders, billing descriptions, project reports, etc.
- Make recommendations on the hiring, termination, and discipline of field employees and implement training programs.

### **EDUCATION and EXPERIENCE REQUIRED:**

- High school or technical school diploma or equivalent combinations of technical training and/or related experience. A college degree is preferred but not required.
- At least three years in a leadership role in gas utility construction is required.
- Prior gas experience is required.

### **KNOWLEDGE, SKILLS and ABILITIES**

- Knowledge and understanding of the general and subcontract documents, drawings and specifications, construction means, methods and materials, understanding of gas utility construction, compliance and safety regulations.
- Computer skills required, including familiarity with Microsoft office suite programs.
- Strong management, leadership and interpersonal skills combined with the ability to communicate well both verbally and in writing.
- Must possess a valid unrestricted Driver's License.
- Must possess all necessary Gas Industry Operator Qualifications.

AGI Construction, Inc. is an equal opportunity employer.

We provide excellent benefits including health, dental, 401(k), life insurance and short and long term disability.

Additional Compensation:

- Bonuses

Benefits:



- Health insurance
- Dental insurance
- Retirement plan
- Paid time off

Job Type: Full-time

Salary: \$100,000.00 - \$120,000.00 per year

Benefits:

- 401(k)
- Dental insurance
- Health insurance
- Life insurance
- Paid time off
- Vision insurance

Schedule:

- 8 hour shift
- Overtime
- Weekend availability

Experience:

- Construction: 8 years (Required)
- Natural gas: 3 years (Required)
- Relevant Experience: 3 years (Preferred)