



CONSTRUCTION FOREMAN

Summary:

L.D. Docsa is a self-performance construction company performing on average up to 70% of the work with our own forces. The primary role of the Jobsite Foreman will ensure the productivity of daily operations. This involves working closely with the project management team to determine labor needs, deadlines for specific tasks and enforcing safety protocols among the project team. The ideal candidate will be able to review and interpret contract documents, oversee and assign daily tasks, and foster an environment of diversity, equity and inclusion. This person must have a construction background and be able to travel for out-of-town work. Experience in the water and wastewater industry is preferred.

Duties and Responsibilities:

- Customer-service skills to communicate with engineers, owners, subcontractors, and management team to develop a positive working relationship.
- Decision-making skills for selecting labor requirements and work flow for specific tasks and jobs to meet deadlines and budgets.
- Leadership skills for effectively delegating tasks to work crew.
- Speaking skills for providing clear orders, explaining complex information to clients and construction workers and discussing technical details with other building specialists.
- Technical skills for interpreting construction methods and technologies along with contracts and technical drawings.
- Time-management skills to meet deadlines and ensuring construction phases are completed on time so that the next phase can start.
- Evaluate team members and determine how each member can be best utilized on the job site.
- Monitor contract work to verify it is in compliance with the current project documents and program standards.
- Assist senior management to track and report job progress and manage updates in project management software.
- Monitor hours and materials for additional work and communicates change order needs to Project Manager.
- Execute quality control program and implement associated safety policies and procedures.
- Perform miscellaneous general tasks as assigned by Supervisor

Qualifications:

- Experience in the construction industry as a team leader.
- Must possess the ability to organize, prioritize, and manage multiple tasks.
- Must possess superior oral and written communication and interpersonal skills.
- Must have knowledge of Microsoft Office, including strong skills in excel, word and outlook.
- Must be able to read blue prints and project schedule to determine best course of action for work procedures.
- Excellent people and time management skills.
- Experience in rough and finish carpentry with basic maintenance knowledge.



Minimum Job Requirements:

- Associate Degree in industry relevant field is preferred, High School Diploma or equivalent is required
- Coursework in mathematics, computer skills, welding, industrial technology and mechanics is especially helpful.
- Proven experience in the construction industry
- In-Depth knowledge of OSHA guidelines, equipment and construction procedures
- Understanding of hydraulic and electrical systems
- PPE: Steel toed boots, Suitable attire for a jobsite environment and warm clothes for the winter
- Basic hand tools; list can be provided
- Availability to work shift work and/or overtime
- Must have a valid driver's license

Conditions of Employment:

- Must be dependable, punctual, and possess a strong work ethic
- Must follow and support corporate rules and goals
- Must adhere to all company quality control procedures and abide by all safety rules and regulations
- Must be able to pass a pre-employment drug test as well as random drug tests

Compensation and Employee Benefits:

Compensation will be based on experience and knowledge of the position. An evaluation period of 60 days proving experience and knowledge will be implemented.

Available employee benefits include the following:

- 401(k) with employer contributions
- Health and Life Insurance with employer contributions
- Disability Insurance
- Paid time off
- Yearly performance raises based on employee growth and accomplishments
- Professional Development opportunities
- Advancement opportunities