

Job Announcement

Title: Construction Supervisor

Hours: 40 hrs/week, Exempt

Start date: ASAP

Hourly Range: \$28-\$32/hour (\$53-\$61k/yr), Full Benefits

Knowledge & Experience:

HASU is seeking an experienced candidate to fill a Construction Supervisor role in the Mutual Self Help program. Successful candidates will have thorough and demonstratable experience in residential new construction operations including:

- Relevant experience working as a crew lead or foreman for a general contractor
- Reading building plans, building codes, evaluating subcontractor work, and managing a construction team
- Relevant experience in teaching building trades or leading unskilled volunteers a plus
- The ideal candidate is personable, thrives in a team environment, working with people of diverse backgrounds, and is an excellent communicator

Summary of Duties and Responsibilities:

The Construction Supervisor's primary responsibility is to lead teams of homebuilders and volunteers (Family Teams) on site during Mutual Self-Help construction projects. The Construction Supervisor will guide Family Teams in the execution of safe, effective, and productive homebuilding projects throughout the current build group and provide input for future builds. At the direction of the Construction Manager, the Construction Supervisor will implement tasks with Family Teams to progress the current build utilizing the Mutual Self Help method. This role involves teaching residential construction, managing volunteers, and jobsite leadership. The Construction Supervisor will implement clear communication between the Family Teams and MSH Build Team (Construction Manager, Program Manager, Build Team Assistants, and Deputy/Executive Director) on performance and issues related to the Family Teams.

Specific Duties to be performed are:

Construction Leadership

- Responsible for overall leadership of Family Teams within the Mutual Self-Help program on projects assigned by the Construction Manager.
- Responsible for taking direction from the Construction Manager to implement daily/weekly tasks performed by Family Teams
- Responsible for overall construction quality, safety, and efficiency of Family Team work on assigned projects.

- Obtain/develop accurate material take-offs as needed or directed by Construction Manager.
- Monitor and record build issues on assigned projects to assist in adjusting pricing, budgets, and schedule on current and future builds.
- Assist Construction Manager in monitoring subcontractor and participant work quality and code compliance on assigned projects.
- Participates in building inspections carried out by USDA and local building inspector, on assigned projects.
- Participate in build management operations as assigned by the Construction Manager.

Family Oversight and Satisfaction:

- Trains and supervises Family Teams in the construction of their homes using the Mutual Self-Help construction methods.
- Organizes work crews of Family Teams for maximum efficiency of peoplepower and materials.
- Communicates weekly with family teams about schedule, assignments, decisions, and issues.
- Teaches tool-use safety, maintains safe working conditions, and obtains adequate tools for jobs to be performed.
- Ensures family volunteers have signed required forms and are properly instructed during time on the construction site.
- Monitors Family Team productivity, hours, and issues with Family Team dynamics with the support of the MSH Build Team. Engage with Family Teams on issues as they arise with the support of the Construction Manager.
- Supports Construction Manager through onboarding process for new Family Teams.

General:

- Effectively supervise all Build Team Assistants and train them in construction tasks as needed.
- Maintains records as required. Examples being – daily site reports, incident reports, tool inventory, participant hours, Family Team selections, and others as directed.
- Ability to adapt to Family Team building schedules.
- Any other duties or responsibilities assigned by the Construction Manager or HASU Build Team
- Monitors Family Team budgets with MSH Build Team
- Stay current on residential construction best practices.

Factors:

- Supervision exercised – Build Team Assistants and Family Teams.
- This position reports directly to and is supervised by the Construction Manager and the Deputy/Executive Director
- Responsible for Contacts - Involves contact with family laborers, volunteers, sub-contractors, and moderate contact with the general public.
- Physical Effort - Work requires moderate to heavy lifting at times.
- Working Conditions - Work is generally performed in the out-of-doors and at home construction sites.
- Mental Application - Requires heavy concentration to complete above duties.
- Strong organizational skills.
- Workweek - May vary depending on family schedule, usually 4 days per week.

Skills and Abilities:

- Ability to read and interpret construction blueprints.
- Professional building skills or equivalent carpentry training.
- Ability to teach building skills to unskilled homeowners/volunteers.
- Willingness to work irregular hours as required (evenings and weekends).
- Residential construction experience in the program locale.
- Ability to use available software to document and communicate build information.

Required:

- Driver's License.
- Proof of valid auto insurance for the workplace.

Apply at:

Email - director@hasuhomes.org

Or drop off at - Housing Authority of Southeastern Utah

380 N 500 W, Moab, UT 84532

435-259-5891

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