



Construction Superintendent Commercial Division
Construction Management Associates, Inc
Location: Southeast Wisconsin & North East Illinois

About the Job:

Construction Management Associates, Inc. (CMA, Inc.) is hiring a Construction Superintendent to supervise and manage needs for its Commercial and Tenant Improvement projects ranging from \$50,000 to \$10,000,000. Candidates must have experience with Office, Retail, Restaurant, College, Healthcare environments. Including interior renovations and ground up construction. The position requires an understanding of various project management skills. This person should be able to oversee the day to day activities of the entire construction project as it relates to the construction process including everything from site work to building turnover.

About the Company:

Located in Kenosha, Wisconsin - Construction Management Associates is a family owned General Contractor that has been in business for more than a quarter century. Our experienced team of professionals are dedicated to quality construction. With knowledge of conception, design, layout, engineering and building. CMA can provide a complete package of general contracting solutions for a wide range of building projects from small Tenant Improvements to large scale apartment buildings and hotels.

Job Responsibilities/Duties:

The Superintendent will be responsible for all functions of the job site as it relates to day to day on-site construction activities. The position must be able to manage multiple projects and multiple subcontractors from site development through occupancy while monitoring job costs, construction quality and scheduling.

The list of duties and responsibilities is not all inclusive and may be expanded to include other duties and responsibilities as management may deem necessary from time to time:

- Initial Job Site Set Up (Construction Fence, Trailer, Temp Elec, etc)
- Plan and direct construction activities of the Subcontractors, Laborers, and other staff as assigned
- Responsible for construction and presentation of the project in a timely manner
- Scheduling of all subcontractors
- Approves work being performed by subcontractors and handles any issues that may arise.
- Monitor project to ensure it is built per plans and specifications.
- Prepare and Submit Daily Field Reports
- Assist with the preparation of RFI's
- Maintain a safe work site by implementing good housekeeping regulations and safety requirements, enforcing safe work habits and observing OSHA and any state-level agencies' regulations
- Monitor site cleanliness
- Conduct detailed inspections after each trade has completed its tasks and before any work is authorized for payment
- Work with appropriate city officials and inspectors as needed
- Perform checklists and reports that aid in controlling aspects of the construction process under his or her responsibility
- Prepare punch-list for each project and ensure that all punch-list items have been completed prior to customer orientations/occupancy
- Manage project close-out and final documentation

Job Requirements:

- 10+ years of solid hands-on experience with a GC or with a developer as a Project Manager constructing Commercial Tenant Improvements and Ground Up projects.
- Experience with projects ranging from \$50,000 to \$10,000,000 in project value
- Knowledge of local Building Codes is required
- OSHA certified
- Knowledge of Project Management Scheduling Software (MS Project or similar)
- Knowledge with Excel based Project budgets

Benefits:

- Medical and Dental Insurance
- Vacation and Personal days
- Employer matching retirement plan
- CMA provides individual laptop, ipad and cell phone
- Relocation assistance available if necessary
- And Much More!

In order to ensure a quick response to your inquiry, when applying on-line for this position, kindly include the following information:

- Resume
- Current/Desired Salary