

Plumbing Superintendent Job Description

Local, well established, union mechanical contractor is looking for a commercial plumbing superintendent with project management and estimating background. The ideal candidate will have prior experience managing day to day activities of multiple projects, ability to monitor and control project budgets and schedules, prepare commercial plumbing estimates within set deadlines and strong communication and interpersonal skills.

We are offering a competitive wage based on experience, profit sharing and vehicle for company use.

Responsibilities

- Responsible for insuring jobs are on schedule and on budget.
 - Review job cost / job hours reports compare with budget weekly.
 - Develop cost to complete estimates to forecast over / under budget reports and identify issues as soon as possible.
 - Review reports with foreman and make corrections when needed to keep project on budget and efficient.
- Review current job schedules.
 - Verify material and equipment is ordered and on schedule.
 - Verify adequate manpower has been allocated to project and fits within constraints of schedule and budget.
 - Review schedules for constructability.
 - Pay extra attention to compressions and overlaps as revised schedules are released. These are potential cost impacts and need to be identified early.
 - Overlay schedules with budgeted hours to develop and verify adequate manpower requirements.
 - Special attention to major milestones.
 - Start / end dates.
 - Commissioning and substantial completion.
 - Crane picks.
 - Etc.
- Job site walks
 - Walk active in town jobs weekly.
 - Visit out of town jobs as required and coordinated with PM.
 - Verify progress and job site reporting accuracy.
 - Identify inefficiency's and formulate solutions.
 - Identify potential safety hazards and mitigations.
 - Attend weekly jobsite meetings with foreman.

- Review and submit RFI's / DCVR's from the field.
- Pull all job permits prior to start of work.
- Schedule all inspections for foreman.
- Schedule and manage subcontractors as applicable.
- Be actively involved in scheduling and coordinating crane picks.
- Arrange Seismic design when required.
- Insure DFR's are turned in when required and reviewed for accuracy and information.
- Ensure timecards are turned in when required and reviewed for accuracy.
- Monitor employee time off requests and make sure they are scheduled on the calendar.
- Keep track of tools and tool needs for projects.
- Bid and manage small jobs and change orders as required.
- Make sure all field cut sheets are being filed in job folders for future reference.

Minimum Job Requirements:

- Minimum 5 year's experience managing multiple projects
- Possession of a valid Alaska driver's license and satisfactory driver record
- Ability to travel as required
- Ability to work overtime as needed
- A pre-employment background investigation may be required
- Prior experience within the estimating commercial plumbing and project management
- Knowledgeable with specifications, proposals, and other documentation to prepare time/cost/labor estimates
- Ability to read and understand. plans and specifications to include blueprints, proposals and other documents
- Computer literate and proficient with Microsoft Office applications
- Proficient with estimating software
- Ability to prepare construction schedules
- Possess excellent analytical, organizational, and verbal and written communication skills

Knowledge, Skills & Proficiencies:

- Proficient at creating and using spreadsheets and word documents, interpreting/understanding drawings, technical articles, specifications, and blueprints.
- Strong math skills are desired.
- Interpersonal verbal and written communications skills.
- Capable of multi-tasking and maintaining organization.
- Ability to manage projects, subcontractors, and vendors.

Qualifications

- Provide clear and detailed take-offs
- Interact professionally with customers, vendors and employees



- Maintain cost analysis of jobs in progress.

Working Conditions and Physical Effort

- Requires heavy physical work; heavy lifting, pushing, or pulling required of objects up to 50 pounds. Physical work is a primary part of job.
- Physically able to stand, sit, move, squat, walk, and climb during the shift.
- Work may involve moderate exposure to unusual elements, such as extreme temperatures, dirt, dust, fumes, smoke, unpleasant odors, and/or loud noises.

