

Earthwork & Grading Foreman

Earthwork and Grading Foremen supervise site preparation and development. They are responsible for crew safety, maintaining quality control and maximizing production efficiency throughout the project.

Specific responsibilities:

- Responsible for crew safety and compliance with safety standards.
- Read, understand and interpret drawings and specifications.
- Assist Project Manager in preparing detailed schedule and maintaining schedule throughout the project.
- Prepare site safety, security, and maintenance of traffic and storm water pollution plans.
- Prepare work sequence with a detailed plan that utilizes work crews as efficiently as possible.
- Review a detailed list of Contracts, Subcontracts and Purchase Orders along with Project Manager prior to the start of the job.
- Coordinate construction activities with local officials.
- Resolve conflicts or disputes between owners, engineers and contractors.
- Monitor production, resource utilization and job costs to maintain profit margin on projects.
- Perform project close-out activities, provide as-built drawings, and compile final estimate for billing.

Job Requirements:

- 5+ years previous commercial site management experience
- High school diploma with additional schooling (AS or BS degree) or equivalent experience preferred; computer/site technology skills a plus
- Ability to communicate effectively with employees, external vendors, owners and general contractors
- Must be able to discuss job plans effectively with local enforcement agencies
- Strong organizational skills
- Ability to develop positive working relationships with owners and project engineers

We are an Equal Opportunity Employer.