

PCI Support Services LLC Superintendent-Open Until Filled

Job Title Superintendent

Classification Exempt Level

Summary: Located in Atmore, AL and reporting to the Project Manager, the Superintendent is responsible for performing on-site scheduling, layout, direction, coordination and completion of Governmental Projects for PCISS. The projects are focused on New Construction and Renovation by Design or Design-Build Construction projects in Government Facilities inclusive of USACE/NAVFAC/NAVSEA/AF, DoD, DHS, FBI, ATF, DOE, DOI and other agencies.

Duties and Responsibilities

- Ensure a safe work environment for all employees.
- Manage, coordinate and supervise the on-site construction process from the conceptual development stage through final construction, on a timely and economical basis.
- Maintain controlled documents and promptly discard or mark obsolete documents to prevent inadvertent use.
- Evaluate and determine appropriate construction methods and the most cost-effective plan and schedule.
- Oversee the delivery and use of materials, tools and equipment.
- Manage and oversee the quality of construction, worker productivity and safety in accordance with OSHA and COVID 19 requirements.
- Meet regularly with client, other constructors, trade contractors, vendors, architects, engineers, and others to monitor and coordinate all phases of the construction project.
- Document product nonconformance identified during the performance of assigned tasks and report conditions to the Project Engineer.
- Ensure projects follow the USACE/NAVFAC Three-Phase approach of the Quality Control Management - Contractors Guide and any additional requirement outlined by contract specification or Client Corporate Quality Manager directive.
- Recordkeeping and operations utilizing PCI-SS's internal standard documents/software, events, incidents, observations, documents, scheduling, task management, and delivery of daily reports.
- Conduct/attend Scheduled Safety, Government Progress/Production, Quality Control, Tailgate/Toolbox Meetings, and all other meetings required by PCI-SS.
- Ensure As-Builts, RFI's and other official directives are recorded, reviewed, developed and executed in a timely manner with professional written/verbal communications recorded on PCI-SS standard documents/software.



- Ensure Sub-Contractor personnel meet competency expectations and are present on-site and active in their crews' daily performance.
- Maintain the Project Master Schedule and report any deviations/concerns to the Project Manager.
- Issue and distribute the 2-3 week schedule look ahead each week.
- Timely communications with Sub-Contractors routinely for real-time commitment of manpower and meeting of schedule requirements.
- Collection of commissioning/LEED/OMSI close out data and submittal to Project Manager.
- Accurate record keeping in support of Davis Bacon/Prevailing Wage Requirements.
- Additional duties as may be needed.

Qualifications

- Bachelor's degree in Construction Management or related field and 5+ years of Federal Construction Management/Leadership is preferred; or 8+ years of Federal Construction Management in lieu of degree.
- Current and valid certifications required: OSHA 30; EM385-1-1; USACE CQM-C; and CPR/FA/AED.
- Valid driver's license is required.
- Strong employee leadership and mentoring skills are required.
- High proficiency in MS Word and Excel is required.
- Exceptional technical writing and communication skills.
- Following skills and experiences are strongly preferred: Pre-Bid Site Surveying; Estimating; Bid Development; and Horizontal/Vertical Construction capabilities.
- Experiences in Renovation and Repair inclusive of Architectural, Mechanical, Electrical, Plumbing, HVAC, and Road and Parking Pavement are strongly preferred.
- Valid Anti-Terrorism AT-1 Training is preferred.

Physical Requirements

The physical demands described herein are representative of those which must be met by an employee to successfully perform the essential functions of the job. Employees must possess the ability to work in an outdoor setting and/or standard office or conference room setting and use standard office equipment, including a computer.

To visit other company sites, employees must be able to operate a motor vehicle and fly in an aircraft, both of which may require sitting for prolonged periods of time. Employees must possess vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups and over the telephone. Standing in work areas and walking between work areas will be required. This position requires an employee to bend, stoop, kneel, crouch, crawl, climb or balance; reach, push, equipment and pull drawers and doors open and closed. The employee must occasionally lift and/or move up to 40 pounds.

PCI Support Services LLC is an equal opportunity employer. PCISS does not discriminate on the basis of age, sex, race, national origin, religion, marital status, sexual orientation or identity, or disability.

However, preference may be extended to qualified Native American Indian candidates in accordance with applicable federal law.

