



**A Career Opportunity to join a growing design/build firm as
Assistant Site Superintendent**

We are a growing design/build firm involved in a highly specialized segment of the construction industry – Food Processing Plants and Cold Storage Buildings. We are expanding our business in Canada and the US. To keep pace with this growth we are augmenting our project management, design, and construction management team.

We are looking for an **ambitious, coachable** individual to join our construction delivery team as **Assistant Site Superintendent**. The successful candidate will assist senior site superintendents in the field and by managing construction sites. This is an entry level position with future career growth/advancement potential to Senior Site Staff and/or Project Management positions within the company.

We operate within a set of highly principled behaviors that encourage teamwork and shape the company's culture. The ultimate goal of this is to make the building process both practical and painless for our clients. Some of these principles include:

- ♦ Give **respect** to everyone.
- ♦ Have a **happy & helpful** nature.
- ♦ Behave **professionally** - being organised and straight up.
- ♦ Have **integrity** in your promises.
- ♦ Strive to be understood by **understanding** first.
- ♦ Show **care** by embracing your responsibilities.
- ♦ Be **open minded** and think outside the box.
- ♦ Take on **personal growth**, every day.
- ♦ Be **grateful** and give recognition.
- ♦ Exercise **teamwork**, inspiring the people around you.
- ♦ Act with **humility** knowing that learning is an endless journey.
- ♦ **Trust** to become trustworthy.
- ♦ Keep a **clear vision** so you may be forward bound.
- ♦ Be **committed** to these values and principles.

More about the best person for this role:

The successful candidate will be a sociable and confident “people person”, who will learn to give rigorous effort in finding solutions, preventing issues and assuring that client, trades and the company's interests are all met. They will have excellent communication skills and an ability to maintain clear communications to a diverse team of client staff, sub-contractors, project managers and suppliers. Having a “results oriented” disposition is critical to the success of the candidate best suited for this role.



More about the role:

- ♦ This position reports directly to the Senior Site Superintendent.
- ♦ The position will assist in the coordination of trades people, vendor deliveries, consultant inspections, regulatory inspections, client reviews and safety consultant inspections.
- ♦ The position will assist in the implementation and enforcement of Safety policies
- ♦ The position will liaise with Project Staff, Designers and Estimators.
- ♦ The position will assist in the management of construction, safety and due diligence documentation.
- ♦ The successful candidate will be required to be proficient in interpreting construction plans and specifications.
- ♦ The position will assist in the inspection of the quality of trades peoples work in accordance with **the practical nature of it** as well as the approved design drawings.
- ♦ The position will carry out onsite quantity surveying for order of materials and to asses percent completion of work completed to date.
- ♦ The successful candidate must be a proficient user of MS Office.
- ♦ The successful candidate must have own transportation.

Minimum Candidate Qualifications:

Candidates applying for this role will have the following minimum qualifications or acceptable alternative qualification to be assessed on an individual basis for validity.

- A College Diploma/Certificate or a University Degree in Construction Management, Architecture or Engineering.
- 2 years of field experience being exposed to construction sites in any capacity.
- High level of written and verbal communication skills.
- Be of an organised logical mindset.
- Not afraid to get dirty once in a while or push your own comfort limits.

Generous remuneration package includes:

- Salary (commiserate with candidate qualifications).
- Benefits package.
- Personal coaching through a professional coaching consultant is offered to all staff.
- Yearly salary bonus starting at up to 10% of salary based on a structured bonus system.

In order to apply, please email your resume and covering letter to Garth Moore at Richmond Search Group garth@richmondsearchgroup.com or call 416-569-8605 for further information.

Accounting, Bookkeeping, Administration,