



Site supervisor

Job characteristics

Short description

We are searching for a reliable, deadline-driven site supervisor to oversee working crews at our projects. The Site supervisor's responsibilities include recruiting new crew members, monitoring performance and making recommendations for improvement, as well as educating all staff on safety. You should ensure that projects stay within budget and that required materials and equipment are available. To be successful as a site supervisor, you should demonstrate a sound understanding of safety regulations and codes within the branch and be able to transfer this knowledge to your team. Top-notch site supervisors are leaders who can identify problems and find feasible solutions to them.

What does a site supervisor do?

Site supervisors oversee the projects or part of a project and monitor activities at worksites. They manage crews, ensure health and safety codes are observed, and that work is completed to schedule. Site supervisors also can help develop contracts, liaise with subcontractors and vendors, and perform other administrative tasks.:

Site Supervisor Responsibilities:

- Ensuring teams work together to deliver quality work to strict deadlines.
- Monitoring processes, and providing training and team building sessions are required.
- Ensuring adherence to health and safety regulations at all times.
- Performing equipment, material, and routine site inspections.
- Scheduling regular meetings with vendors, site inspectors, managers, and staff.
- Writing up reports, budgets, project plans, and presenting them to relevant stakeholders.
- Working closely with architects and other professionals.
- Staying up-to-date with safety codes and advancements in construction.
- Assisting with the recruitment and training of new staff.
- Processing paperwork and traveling to multiple sites as required.

Knowledge and skills

Site Supervisor Requirements:

- High school diploma or similar.
- Bachelor's degree in construction, business, management, or engineering preferable.
- Experience of 10 years in the industry required.
- Experience in a leadership role recommended.
- Valid driver's license.
- Excellent written and verbal communication skills in English.
- Ability to focus and keep calm under pressure.
- Ability to keep track of multiple projects.
- IS-006 "Attachment and removal of critical loads" is intended for combined or difficult-to-handle loads, securing and moving them.
- VCA full certificate (supervisor, management)
- Reading plans, ISO and 3D
- First Aid diploma

Quality, occupational health and safety and environment (KAM)

- Reporting malfunctions and deviations
- Applying KAM regulations (quality, occupational health and safety, environmental regulations)