



POSITION DESCRIPTION

Title: Construction Supervisor	Employment Status: Full-Time
Department: Construction	FLSA Status: Non-Exempt
Reports to: Director of Operations	Supervises: Volunteers

MISSION:

Seeking to put God’s love into action, Pikes Peak Habitat for Humanity brings people together to build homes, communities and hope.

GENERAL DESCRIPTION:

This Construction Supervisor position will be supporting several key initiatives depending on the most critical need (building new PPHFH residential homes, repairing existing residential homes or responding to PPHFH warranty requests). This position would be responsible for supervising volunteers in building residential structures from foundation through final construction (receipt of Certificate of Occupancy). This position is also responsible for overseeing repair projects on single family exterior homes as part of PPHFH Home Repairs program, which may include volunteer supervision. In addition, the Construction Supervisor is responsible for responding to existing PPHFH homeowners who submit a warranty request or are due for a warranty walkthrough (30 day or 11 month). The ability to work effectively with a diverse group of individuals is required. You will interact with AmeriCorps members, volunteers, donors, vendors, city inspectors, and subcontractors. You will be leading and teaching crews of various ages and skill sets, while overseeing all of the details of your construction project: assessment, scheduling, material planning, sub-contractor management, and construction. This position reports to the Director of Operations.

CORE RESPONSIBILITIES ON SITE:

- Responsible for leading groups of volunteers in the construction of Pikes Peak Habitat for Humanity homes and external homeowner-occupied residential repair/warranty projects.
- Responsible for teaching all aspects of building skills from safety to clean up in a positive and courteous manner to volunteers of varied educational, cultural and socio-economic backgrounds
- Assist in the planning and preparation for daily activities on the construction site.
- Responsible for reviewing, implementing and correcting construction site safety to meet PPHFH and OSHA guidelines
- Assist with effective and correct inventory of materials and tools to make sure all tasks necessary on our construction site can be accomplished in a timely, safe and consistent manner.

- Takes charge of their construction project from beginning to completion and oversees all activities, including education and quality control, on site from construction, demolition, repair, clean-up, and job completion sign-off.

KNOWLEDGE & SKILLS:

- Ability to balance leadership and management roles within a growing department and between departments and with volunteers, vendors, donors and homeowners Self-starter and ability to work independently.
- Proven knowledge of effective and current residential construction skills and codes and supervision of varied cultures and capabilities of volunteers.
- Successful leadership experience, as demonstrated by team building, being an effective listener and motivator, and ability to manage multiple projects simultaneously.
- Works as an effective and proactive team player. Collaboration, networking and positive relationship-building skills.
- Able to identify, evaluate, problem solve and give direction regarding problem resolution for individual and department-wide issues. Position requires an ability to effectively manage conflict.
- Knowledge of creating and following scope of work; correctly interpreting residential blueprints and completing construction per blueprints; understanding ILCs.(reading, writing, measuring)
- Makes decisions and solves problems independently and effectively and take ownership of mistakes in a timely and professional manner. Ability to think and act decisively without imperiling the Habitat brand and reputation.
- Exceptional communication skills.
- Excellent interpersonal skills with diverse types of people.
- Positive, optimistic outlook that fosters an upbeat work environment.
- Maintain professional, discrete communication and does not pass along information that may be considered private and protected information to partner families, volunteers, donors, vendors, neighbors and other staff.
- Enhances the department's culture by reinforcing core values and fostering a positive work environment.
- Maintains a strong working knowledge of best practices and significant developments and trends in the field of residential construction.

EDUCATION, EXPERIENCE:

- HS diploma or equivalent required, with significant residential construction supervisory experience. BA/BS preferred.
- Three (3) or more years of experience in a licensed/professional residential setting with on-site, hands-on building experience demonstrating increasing responsibility in an applicable setting.
- Thorough understanding of and project management experience in the residential home construction process.
- Willingness to obtain "C" construction license with PPHFH sponsoring the license and educational requirements.
- Strong working knowledge of applicable residential building codes.
- Has or is willing to achieve OSHA Competency Safety Training status.

Required:

- Reliable transportation, a valid driver's license, current auto insurance and a good driving record.
- Exceptional attention to detail.
- Must pass a background check.
- Excellent interpersonal skills to establish, build, and maintain effective working relationships with colleagues, board / committee members, volunteers and individuals from diverse faith beliefs.
- Respectful of individuals from a variety of cultural and religious backgrounds and able to treat their beliefs with dignity.

PHYSICAL REQUIREMENTS NECESSARY TO PERFORM THIS JOB:

- Ability to work effectively in residential repair, deconstruction and construction site environments.
- Ability to travel to and from meetings or appointments in locations and times when public transportation is unavailable.
- Ability to adequately traverse a residential construction job site and maneuver typical obstacles; including climbing, jumping, bending, crawling, lifting, carrying (minimum 50 lbs.) or other similar activities as required.
- Ability to read and accurately interpret blueprints/reports, knowledge of use of hand tools (hammers, drills, etc.) and electric tools, accurately measure, use of ladders, climbing to high heights.
- Ability to evaluate completed construction tasks/stages for their correctness and correct errors in a timely and professional manner.
- Ability to communicate assigned tasks or to convey information to staff and volunteers, including communicating patiently with those whose native language is not English
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WORK ENVIRONMENT AND CONDITIONS:

- This is a full-time position Tuesday-Saturday 8am-4:30pm.
- Exterior working environment during a variety of weather conditions.
- Ability to drive all construction vehicles as required and be insured.
- Able to drive in metro area to reach construction sites.

APPLICATION TIMELINE & INSTRUCTIONS: NO PHONE CALLS, EMAILS OR PERSONAL INQUIRIES

- Position will remain open until filled
- Apply on our website at pikespeakhabitat.org/employment
- Upload C.V./Resume
- Upload cover letter explaining how you meet/exceed the position's preferred levels of education and experience contained within this job description