



Job Description

Job Title: Mechanical Superintendent	Last Updated: 9/9/19
Department: Mechanical	Direct Reports To: Operations Manager
Status: Non-Exempt	

Job Summary:

Responsible for providing on-site coordination for all skilled journey-level Mechanical Installers and their apprentices during different phases of multi-construction projects, including coordination of employees, subcontractors, material and equipment, ensuring that installation specifications are being strictly followed, and work is proceeding on schedule. The Mechanical Superintendent will also be responsible for start-up inspections, shut downs, quality control, and job site safety.

Essential Duties/ Responsibilities:

- Able to follow Industrial Technology Services policies and procedures, and lead by example
- Diligent in ensuring a zero accident philosophy is incorporated into all aspects of construction operations
- Perform quality control duties and responsibilities regarding work being performed
- Communicate with project managers regarding status of work
- Ensure that Team Members are fully executing and complying with their contracted scope of work
- Identify Team Member or subcontractor non-compliance with safety, health, and environmental quality standards
- Address problems with manpower, safety, materials or customers with project managers
- Identify conflicts in construction progress and communicate them to project manager for resolution
- Comprehensive knowledge of pipe trades and basic mechanical and building codes
- Maintain daily written log of activities on each jobsite
- Perform Superintendent duties at multiple job sites, simultaneously
- Ensure that the job site is always kept in a clean and organized manner
- Perform job progress and completion punch list identification
- Provide direction to and resolve problems for direct reports
- Supervise all Crew Leaders and Team Leaders
- Ability to identify deficient work and provide resolution
- Communication with a team
- Blueprint reading
- Confer with project managers, technical personnel, and other departments to resolve problems and coordinate activities
- Address problems with manpower, safety, materials or customers with project managers
- Estimate and order material

Job Qualifications:

- Must have a minimum of 10 years verifiable experience specializing in the design and installation of manufacturing systems (i.e.; cooling tower water, chiller systems, material handling, compressed air, etc.)
- Experience in design and building in industrial and manufacturing environments, as well as thorough knowledge of building trades.

- Ability to calculate figures and amounts such as percentages, area, circumference, and volume. Also, the ability to apply concepts of basic algebra and geometry
- Must have the ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- The ability to supervise all mechanical employees, subcontractors, consultants, and vendors in the mechanical department on a daily basis.
- Ensure adequate materials and equipment are available for each task and compliant work is performed
- Knowledge of OSHA standards and compliance with PPE
- Strong leadership, supervisory skills, organizational skills, and problem solving skills
- Current valid divers license with a clean driving record.
- The ability to manage 20 or more mechanical employees

Physical Requirements of Position:

- This position is required to do extensive walking through factory environment production areas.
- Must have the ability to independently lift and carry objects safely that weigh up to 20 lbs. routinely, 50 lbs. frequently, and 80 lbs. occasionally
- Must be able to communicate verbally and in writing with others.
- Must be able to travel to the jobsites as assigned in state and out of state