



**SUPERINTENDENT - JOB DESCRIPTION**  
HEETER Geotechnical Construction, LLC

**About Heeter:**

- An established national construction company who serves the Federal and Heavy Civil Dam Rehabilitation and Construction market is seeking a Project Superintendent. The types of construction performed include Heavy Civil Construction for Dams and Water Resources including both remediation and new construction. Dam and Water Resource construction projects include excavation, embankment construction, dam filter construction, piping for outlet conduits, cast-in-place concrete, and roller compacted concrete (RCC) construction.
- Clients include the federal market including the US Army Corps of Engineers, US Bureau of Reclamation and the USDA Natural Resource Conservation Service as well as state agencies and private water companies. This position reports to the company operations manager and maintains responsibility for the project's day-to-day operations, safety, production, equipment maintenance and utilization, and client relationship.

**Position:**

- Superintendent

**Department:**

- Operations

**Location:**

- Field Operations

**Overview:**

- The project superintendent must possess extensive Heavy Civil construction experience on projects ranging from \$5 M to \$30 M in size and must be familiar with federal contracting. The project superintendent will perform strategic project planning to meet and exceed project budgets as well as participate in the review of estimates and bids for future work. The candidate will be responsible to hire project field positions; coach, supervise and review project field employees.
- The project superintendent will ensure that the work complies with company safety standards as well as federal, state and client Safety Standards and will be responsible for the overall quality, performance, and client satisfaction with the company's performance.
- The project superintendent will ensure that project documentation is maintained during the construction of the project utilizing various computer based software including HCSS Heavy Job. The Candidate will monitor the progress of the project to assure that it is meeting performance goals and being performed within the project's established



budget. The project superintendent will participate in weekly and monthly project planning and review meetings.

**Purpose:**

- The project superintendent will manage the construction efforts for one of the company's heavy civil construction projects. This role, through effective management, will ensure safe and efficient operations of the project which may contain one or more of the following aspects:
  - Complex Rehabilitation of Concrete and Earthen Structures
  - Earthen Embankment Dams
  - Dam Remediation and Rehabilitation
  - Roller Compacted Concrete Dams and Structures
  - Heavy Highway and Road Construction
  - Major Excavation and Embankment
  - Processing and Management of On-site/Off-site Materials
  - Drilling and Blasting
  - Crane Support Project Services
- The site project superintendent is held responsible for the quality of work on the job. The site project superintendent in this context shall be the highest level manager responsible for the overall construction activities at the site, including quality and production. The site project superintendent shall maintain a physical presence at the site at all times, and shall be responsible for all construction and construction related activities at their assigned project.

**Job Duties and Responsibilities:**

- Use leadership skills to motivate, assign work tasks to, and direct field crews
- Supervise the company's project specific scope of work on a daily basis
- Monitor subcontractor(s) efforts and track subcontractor(s) progress/costs against scheduled expectations
- Utilize Quality Control and Quality Assurance processes to ensure that the quality of work completed on the project is of the highest obtainable level
- Capable of developing a thorough understanding of the scope of the work to be accomplished, preparing shop specifications, and ensuring the on-site availability of adequate equipment and materials at all times
- Responsible for all construction and construction related activities at their assigned project site operations
- Committed to the health and safety of all crew members and visitors to the site through proactively discussing any significant or unusual safety concerns or conditions with appropriate parties prior to the work, and in consistently reinforcing the Company's Health and Safety program and that of the client during the work week
- Able to recognize, and respond proactively to, differing site conditions, unanticipated conditions, and any other difficulties that arise during the course of the work



- Maintain a high attention to detail with respect to the submission to all required paperwork, submittals, material tracking oversight and document control needed for project execution

**Skills & Experience:**

- Minimum of 10 years of prior experience working in the heavy civil industry with a history of demonstrated responsibility and experience.
- Strong planning and problem solving abilities and an awareness of industry best management practices.
- Ability to meet fast paced, changing schedules, and priorities.
- Experience with hiring, managing and developing a workforce as well as an understanding of dam and water resource construction market is also desired.
- Strong personal initiative, a sound planning and problem solving capacity and effective interpersonal skills
- Awareness of industry recommended practice, design methods and QA/QC requirements with respect to checking procedures, incorporation of agreed changes and document control
- Intermediate computer skills including Microsoft Office, Microsoft Project, AutoCAD and other common industry software
- Valid driver's license is required
- Travel is required.

**Licenses or Certifications:**

- OSHA 30 preferred

**To Apply:**

- Send a copy of your resume, cover letter and three references to:  
[application@heeterconstruction.com](mailto:application@heeterconstruction.com)

**EEO:**

- HEETER Geotechnical Construction, LLC (HEETER) is an Equal Opportunity Employer, M/F/D/V.
- For more information about employment opportunities with HEETER, please visit our web-site at [www.heeterconstruction.com](http://www.heeterconstruction.com)