



JOB DESCRIPTION

Title: Assistant Construction Supervisor	Employment Status: Substitute/Temporary
Department: Real Estate Development	FLSA Status: Non-Exempt
Reports to: Construction Manager	Supervises: volunteers, AmeriCorps members, Subcontractors, Homeowners

GENERAL DESCRIPTION:

This position is a stepping stone in preparation for the role of Construction Supervisor. It is a support role and an opportunity to obtain the skills and knowledge necessary run Home Remodel job sites. The ability to work effectively with a diverse group of individuals is required. You will interact with Habitat staff, AmeriCorps members, volunteers, Habitat partner families, city inspectors, and subcontractors. You will be leading crews of various ages and skill sets, while ensuring that proper details and codes are followed. Specific areas of training will include: building to the current IRC and HFHMD's Standard Work Practices, participating in home assessments, creating scopes of work, budgets, coordinating material deliveries and subcontractors, managing a safe build site, working effectively with peers and managing AmeriCorps members.

CORE RESPONSIBILITIES:

LEADERSHIP

- Acts as an on-site ambassador for the mission of Habitat Metro Denver by demonstrating the core values of integrity, respect, teamwork and continuous improvement.
- Supervises and trains volunteers on the worksite and ensures that they have a consistently positive experience.
- Successfully utilizes AmeriCorps members and volunteers as crew leaders.
- Works in partnership with the future homeowners to ensure a meaningful jobsite experience and helps them complete sweat equity hours.
- Works in tandem with a Construction Supervisor to oversee all activities on site.

SAFETY

- Attends and participates in various trainings as required, including but not limited to: First Aid and Adult CPR and AED, HFHMD Internal Safety Trainings.
- Effectively communicates to volunteers and contractors that safety is the first priority on the construction site.
- Ensures that all safety policies and procedures established by the affiliate are adhered to at all times, by everyone on our job sites.

CONSTRUCTION

- Alongside a Construction Supervisor, learn how to:
- Manage each construction project to ensure completion in accordance with the schedule as set by the Construction Manager.

- Effectively communicate with vendors and the Production Warehouse to coordinate the delivery of tools and supplies to the worksite.
- Coordinate subcontractors and manage their activities on site.

KNOWLEDGE, SKILLS, ABILITIES:

- Knowledge of residential construction and ability to relay that information to volunteers of varying skill sets.
- Proven ability to work in a fast pace, constantly evolving environment.
- Ability to solve problems efficiently to maintain forward progress on complicated projects.
- Outstanding communication and interpersonal skills necessary to communicate clearly and professionally with homeowners, volunteers, contractors, suppliers and coworkers. This job demands collaboration with a team of other supervisors, designers, and many other members of the organization.

EDUCATION, EXPERIENCE:

- High school diploma required and Bachelor’s degree preferred.
- Some direct on-site residential construction experience is preferred.
- Organized construction training and/or education to complement experience is accepted.
- Experience teaching in any capacity a plus.
- Habitat for Humanity or other similar experience is preferred.

PHYSICAL REQUIREMENTS NECESSARY TO PERFORM THIS JOB:

- Ability to adequately traverse a residential construction job site (i.e. climbing, lifting, carrying a minimum of 50 lbs., and other similar activities as required).
- Ability to safely use residential construction power tools.
- Ability to safely operate a construction vehicle (pickup truck or similar). A current Motor Vehicle Report is required.

WORK ENVIRONMENT AND CONDITIONS:

- Ability to work in exterior environment during a variety of weather conditions.

Starting hourly pay range: \$17.75 - \$21.83. Compensation commensurate with applicable experience and education. Non-Benefits Eligible.



Habitat for Humanity of Metro Denver is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.