



Habitat for Humanity®

of Wake County

Serving Wake and Johnston Counties

CONSTRUCTION SUPERINTENDENT

DEPARTMENT: Construction

LOCATION: 2420 North Raleigh Boulevard, Raleigh, 27604

SUPERVISOR: Construction Manager

SUMMARY:

The Construction Superintendent (CS) reports directly to the Construction Manager and is responsible for managing the construction and/or rehabilitation of safe, decent, affordable housing in accordance with applicable building codes. The CS will lead on-site construction staff, directing the activities of skilled and unskilled volunteers, and scheduling/overseeing the work of paid sub-contractors.

This is a Full Time Exempt position, including weekend work, Saturdays and occasionally Sundays. The CS will likely spend an average of at least five days per week, Tuesday – Saturday (minimum 40 hour work week with 8 hours days) on site. Workweek duration can be extended due to projects. Must have access to reliable transportation to perform job duties, valid driver's license.

ESSENTIAL FUNCTIONS:

- Supervise and coordinate all aspects of construction on assigned houses (currently 70-85 annually for the department)
- Manage and teach all on-site volunteers, AmeriCorps members, and volunteer house leaders in construction practices, safety, and adherence to Habitat's guidelines and policies. This supervision is of large groups averaging 40-180 volunteers per week.
- Serve as an excellent ambassador of Habitat for Humanity of Wake County and its mission to volunteers and the local community. Ensuring a positive volunteer experience and increasing the retention rate of volunteers.
- Prepare jobsites for volunteers with the proper tools, materials, and safety equipment.
- Work with construction management in scheduling building inspections, subcontractors, and material deliveries to ensure timely and accurate project completion.
- Submit receipts for financial tracking and payment of invoices
- Educate on homeownership duties, including: walk-throughs upon completion of construction, teaching of homeowner classes, and evaluating on-going homeowner/community needs.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

- Strong construction knowledge and experience involving all aspects (carpentry, foundations, siding, roofing, skilled trades, finishing, painting, landscaping, etc.) of residential construction both rehabilitation and new construction



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- Strong desire to motivate & teach people with a variety of personalities & backgrounds
- Critical thinking and troubleshooting.
- Excellent oral, written, and illustrative communication skills.
- Awareness of social/community issues (e.g. poverty, affordable housing, community service, urban development etc.)
- Diversity training/experience. Working in an environment with people of varying ethnicities, religions, socio-economic backgrounds.
- Safety/First Aid training for emergencies on-site.
- Strong desire to motivate & teach people with a variety of personalities & backgrounds
- Ability to create, sustain, and grow relationships with Habitat homeowners
- Strong desire to motivate & teach people with a variety of personalities & backgrounds

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:

- High school graduate or GED;
- Bachelor's degree is preferred
- Two or more years of experience in the residential construction industry directly related to house construction
- Experience in leading and supervising unskilled volunteers is a must.
- OSHA Certification/Competent Person Training preferred

APPLICATION PROCESS:

- If interested, please email a cover letter and resume to: edmundoyanez@habitatwake.org

NOTE:

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and skills required of the position. All employees may have other duties assigned at any time.

We are an equal opportunity employer. Applications are considered for positions without regard to veteran status, uniformed service member status, race, color, religion, sex, sexual orientation, physical or mental disability, genetic information or any other category protected by applicable federal, state or local laws.

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