



Job Title: Site Supervisor, Construction

To apply for this role, send or attach the following documents to career@sgvhabitat.org:

(1) resume

The Construction Supervisor is responsible for leadership, construction and timely completion of San Gabriel Valley Habitat for Humanity residential buildings while utilizing substantial volunteer labor to accomplish projects within defined schedules and budgets. Learns and shares the mission of Habitat for Humanity. Provides direct supervision of projects and ensures goals established by the Executive Director and the Project Manager are achieved.

Job Requirements:

- High school diploma or GED required, some higher education preferred or equivalent on the job experience
- CA Contractor's License a Plus
- Five years' experience in residential craftsman type construction
- Ability to manage all aspects of vertical construction
- Have a good working knowledge of all facets of residential construction
- Ability and patience to communicate the entire field process to both skilled and unskilled workers and volunteers
- Understands Habitat for Humanity's philosophy and mission
- Strong public speaking and written communication skills
- Strong organizational skills
- Strong leadership skills
- Enthusiasm and ability to teach and supervise volunteers
- Willingness to collaborate with SGV Habitat's Board of Directors and staff
- Works independently as well as with groups
- Have a valid driver's license and is able to successfully pass a background screening
- Ability to manage schedule to accomplish projects within defined parameters
- Ability to read and interpret blue prints/engineering plans; able to lay out building from ground up for every aspect of building structures including framing, stairs and all structural elements
- Basic computer and electronic device knowledge

Reports to: Project Manager and Executive Director

Your Responsibilities

- Is responsible for accurate interpretation of detailed construction drawings and specifications and has the ability to direct the work accordingly
- Is able to communicate clearly and effectively with subcontractors, architects, owners, inspectors and other team members
- Creates a strong positive team environment among all project members

Building

- Represents SGV Habitat positively in all internal and external interactions
- Assists the Project Manager in creation of project schedules
- Ensures a safe work site. Oversees and instructs staff and volunteers in all aspects of construction job site safety. Stays up to date on any changes with OSHA regulations.
- Maintains long- and short-range completion schedules as well as weekly and daily task completion goals
- Schedules all on-site activities and site inspections
- Leads all aspects of on-site vertical home construction with volunteers, partner families, and groups
- Provides leadership, guidance, and direction to volunteers and donor groups who have come to work on the construction site
- Coordinates with Project Manager to make certain there are enough materials and tools for each day's work
- Coordinates with Volunteer Manager and Crew Leaders for adequate volunteer supervision
- Welcomes and orients volunteer groups; conducts safety briefing and task instruction for all volunteers prior to beginning construction on the work site
- Leads in loading and unloading of building materials and tools on site and into the warehouse
- Attends all SGV Habitat trainings and scheduled activities
- Ensures that all SGV Habitat and HFHI covenants and policies are followed at construction sites
- Is present at assigned build site(s) from Tuesday to Saturday
- Performs other duties as assigned
- Is committed to San Gabriel Valley Habitat for Humanity's mission to eliminate substandard housing and make affordable housing a matter of conscience and action

Additional Requirements

- This is a construction position. Persons applying for this position should be comfortable with heights, able to lift at least 75 pounds regularly, and able to work in varied weather conditions (hot).

About Us

Driven by the vision that everyone needs a decent place to live, "Ace" Cain and a group of committed volunteers founded our organization - San Gabriel Valley Habitat for Humanity- in 1990. We started by building a few homes in Pasadena in partnership with families in need. Today, we've grown into a volunteer and donor-powered movement that has helped nearly 900 people gain quality housing and self-sufficiency both locally and abroad.

Our backyard (service area) consists of 31 communities including Northeast Los Angeles, Glendale, Pasadena and San Gabriel Valley. Families and individuals in need of a helping hand partner with us to build or improve a place they can call home. We welcome all to donate, volunteer, add a voice in support of affordable housing, or shop in our retail stores. Together, we can help families build quality homes and better lives for themselves.

Incomplete applications will be discarded immediately.

Job Type: Full-time, Exempt (Salary)

Benefits:

- 401(k)
- Dental Insurance
- Employee Assistance Program
- Employee Discount
- Health Insurance
- Life Insurance
- Paid Time Off
- Vision Insurance

Schedule:

- Tuesday - Saturday
- Typically 7:30 am – 4:00 pm

Company's website:

- www.sgvhabitat.org

Company's Facebook page:

- facebook.com/sgvHabitat

Benefit Conditions:

- Waiting period may apply
- Only full-time employees eligible