



Position Title:	Construction Site Manager	Location:	Onsite
Reports To:	Project Management Team Director of Manpower & Safety	Exemption Status:	Exempt
Department:	Field Staff	Employment Status:	Full Time

As an established Chicagoland General Contractor since 1984, BEAR Construction Company is seeking experienced Construction Site Managers to join our team. We are currently seeking positions in multiple markets including new construction, medical, industrial and commercial interiors.

Position Overview

A Construction Site Manager will work closely with all members of the project team and closely supervise all trade employees. Our Construction Site Managers must be highly organized, communicate effectively, work well with a team, and be able to complete projects in a fast-paced environment.

Responsibilities:

- Plan construction process by developing schedules, phasing and lookaheads
- Keeping track of project progress and maintaining schedule
- Purchasing equipment and materials
- Keep track of material stock and orders
- Ensure the job site remains safe, clean, and orderly
- Order the appropriate equipment and arrange for regular maintenance
- Communicating any field conflicts and notifying internal project team
- Keep any and all documentation up to date for internal and external project members
- Collaborate with the internal construction team, engineers, subcontractors, building management etc. to determine project needs
- Set performance goals and deadlines
- Monitor and report on project progress
- Adhere to estimated costs and ensure the project is on budget (and is profitable)
- Supervise field staff and provide constructive feedback
- Coordinate requests for appropriate manpower
- Plan inspections with local jurisdictional authority
- Resolve on-site issues and emergencies
- Ensure compliance with safety, health, and quality standards

Qualifications:

- Previous experience as a construction superintendent or in a similar role
- Field experience, trade school, or college degree (Construction Management/Engineering preferred)
- Knowledge of local quality, safety, and health guidelines for construction job sites
- In-depth understanding of construction operations and processes
- Understanding importance of proper phase codes and assigning time
- Familiarity with mobile software
- Proficiency in MS Office
- Organizational and time-management skills
- Ability to lead and inspire
- OSHA 30

Opportunities for Growth

Additional responsibilities, cross-training and internal advancement opportunities are a few examples of how BEAR Construction Company's management team continually strives to motivate and challenge employees.

BEAR Construction is an Equal Opportunity Employer.