

## Job Description - FOREMAN

**Louis W. Bray Construction Limited** is a well-established Heavy Civil Construction Contractor continually building on its solid reputation throughout Ontario since 1972. We are seeking Foreman to support our continued growth and success.

The Head office is located in Vars, Ontario near the East end of Ottawa however this position will require someone who is willing to travel in Eastern Ontario.

We offer competitive salaries, RRSP matching, company vehicle, and group benefits.

### Duties & Responsibilities

- Accomplishes work requirements by orienting, training, assigning, scheduling, and coaching employees; and supervising sub-contractors.
- Delegating tasks to team members and holding them accountable
- Meets construction work standards by following production, quality, and customer-service standards; resolving operational problems; identifying work process improvements.
- Assist Superintendent in creating short-term schedules, and monitors such schedules
- Plans construction projects by studying technical specifications and drawing; ordering and scheduling materials and equipment.
- Inspecting work in progress to ensure that work conforms to specifications
- Accomplishes organization goals by accepting shared ownership and responsibility for each project; and exploring opportunities to add value to each project
- Represent company in meetings with clients, contractors, inspectors, etc. as required.
- Participation in daily and weekly update meetings
- Support maintenance of accurate As-Built drawings
- Evaluate worker's abilities
- Maintain an exemplary safety record; knowledge of safety procedures; and knowledgeable of the hazards specific to each job.
- Establish and maintain a professional working relationship with team members, architects, engineers, subcontractors and suppliers.
- Generating daily work sheets with cost codes and recording quantities
- Maintains technical knowledge by attending educational workshops; reviewing technical publications; becoming aware of state-of-the-art practices.

### Required Skills & Qualifications

- Minimum 3 years of experience in Sewer and Water or Bridges and structures in heavy civil construction
- Ability to work unsupervised and lead work crews
- Coordination with subcontractors, suppliers and owners

