



JOB TITLE: Construction Site Supervisor

REPORTS TO: Home Preservation Project Manager

Habitat for Humanity of Greater Los Angeles (Habitat LA) is seeking a qualified candidate to manage all aspects of multiple construction sites. This position works with the Project Manager to plan, schedule and oversee home construction and keep it within the project timeline and budget. The Site Supervisor is responsible for assuring a safe work environment and will enforce all safety protocols including those related to COVID-19. This position will oversee all workers on site including employees, subcontractors, volunteer labor and AmeriCorps members and perform physical tasks as needed. Habitat LA uses skilled and unskilled volunteer labor for many construction tasks and the Site Supervisor is responsible for training them in safely performing their work.

In response to wildfires in Los Angeles County, Habitat for Humanity of Greater Los Angeles helps lead efforts to rebuild homes for those whose homes were lost and who do not have the means to replace them. This job announcement describes a leadership position to oversee construction of Habitat LA's rebuilding efforts in the San Fernando Valley, especially in the Woolsey Fire area. This position is anticipated to be funded for two years (July 2020—June 2022). Continued employment is contingent on Habitat LA's construction activities at the end of this time period.

SUMMARY OF ESSENTIAL FUNCTIONS

- Training and general management of all employees and volunteers on the project
- Monitoring performance of sub-contractors and staff assuring high quality results
- Monitoring project budget alerting the Project Manager of any issues
- Accomplishing project by defining the scope and resources required
- Allocating resources, materials, sub-contractors and other staff for multiple sites
- Maintaining a safe, secure and healthy work environment by adhering to and enforcing safety codes and protocols
- Assistance with and assessments of other Habitat LA projects
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SUMMARY OF JOB QUALIFICATIONS

- A positive attitude and willingness to encourage co-workers
- Excellent communications skills
- Minimum of 7-10 years' experience in general home construction (license preferred)
- Experience in supervising construction projects
- Willingness to work on existing Habitat LA projects to learn methods and procedures
- The ability to set priorities and exercise flexibility where necessary
- Ability to read and understand blueprints, schematics, and construction documents
- Understanding of proper safety procedures and recognition of hazards

This is full-time position. Work schedule is Monday-Friday, 7:30 am - 4:30 pm with some evening and weekends. Position requires local travel in the normal course of performing job duties with mileage reimbursement. Must have access to reliable transportation to perform job duties, valid driver's license and

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Employment is contingent upon completion of a satisfactory background check and drug screen

**Habitat for Humanity of Greater Los Angeles is an Equal Employment Opportunity employer. Applicants are considered without discrimination with regard to race, color, religion, sex, national origin, age, disability or other protected status and will consider qualified applicants with criminal histories in a manner consistent with the [Los Angeles Fair Chance Initiative for Hiring](#).*



Building a Greater Los Angeles

meet the state required amount of personal automobile liability insurance.

BENEFITS AND COMPENSATION: We offer a full benefits package: medical, dental, and vision coverage; life and AD&D insurance; vacation and sick leave; holidays; flexible spending accounts; and 401(K) retirement plan and employee discount in our ReStores. ***Compensation:*** DOE



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