

Beck Building Company is a leader in residential construction with offices in Vail, Aspen and Denver.

www.beckbuilds.com



At Beck Building Company, we believe our team is our most important asset. We offer competitive wages and benefits including medical, dental, vision, 401k plan and more. We invite you to review our positions and apply online.

Positions Available

Site Superintendent

SUPERINTENDENT

- **Schedule**
 - Monitor the Construction Schedule weekly and manage the work in such a manner as to keep on schedule.
 - Track and coordinate with Project Manager procurement or purchasing activities required by the schedule.
- **Purchasing**
 - Coordinate purchasing activities based on lead times and schedule requirements.
 - Verify that materials to be purchased are compatible with construction documents, owner's expectations, BUDGETS, jobsite conditions, subcontractor's contract requirements and with Purchase Agreements.
- **Subcontract Administration**
 - Hold weekly subcontractor meeting to discuss schedule, and coordinate manpower.
 - Prep jobsite for subcontractors prior to their start of the scope of work.
- **Bidding/Contracting**
 - Coordinate bidding and contracting with the Project Manager and the Estimating staff.
- **Submittals**
 - Participate in the submittal process for all products/materials to be used on the project. Coordinate with Project Manager.
 - Assist Project Manager in obtaining submittals/samples from suppliers and subcontractors for approval by Owners and Architect.
- **Change Orders**

- Notify and coordinate with Project Manager on Owner/Architect/consultant directed changes to the scope of work.
- **Monthly Billings**
 - Review billings for budget challenges and problems.
- **Relationship Management**
 - Develop a communicative and helpful relationship with the Owner, Architect, Project Manager and Coordinator.
- **Jobsite**
 - Direct all facets of the work in the field.
 - Maintain action lists for field personnel, subcontractors, and materialmen.
 - Maintain a well organized and clean jobsite and jobsite trailer.
- **Daily Paper Work**
 - Prepare Daily Job Reports on the website.
- **Project Closeout**
 - Participate in the development, distribution and completion of all Architect/Owner generated punchlists.
 - Participate in the Post Project Review with the Project Team.
 - Participate in the warranty servicing of the project after completion.

Please apply online at www.beckbuilds.com/jobs/

