



## WINDSOR CONSTRUCTION SERVICES, LLC



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### POSITION OVERVIEW

The Superintendent is responsible for all aspects of jobsite management including staffing, scheduling, and business partner/subcontractor relations. As site leader, the Superintendent effectively oversees project from award through completion. The successful candidate will have extensive industry experience that demonstrates excellent understanding of the unique needs and requirements of clients, projects, departments and systems.

### ESSENTIAL FUNCTIONS:

- Professional represents Windsor Construction Services and effectively supports Company strategic initiatives.
- Demonstrates strong knowledge of commercial and residential construction and exceptional jobsite management skills;
- Delivers on key projects and commitments via professional knowledge and leadership abilities.
- Fosters positive long-term relationships with subcontractors and business partners.
- Possesses detailed process & application knowledge relating to building codes, budget management, construction practices, project scheduling, etc.
- Ensures on-time delivery while maintaining team focus on safety, quality and budget.
- Fully understands and effectively utilizes drawings, specifications, subcontract agreements and purchase orders.
- Assists Production Manager with material delivery schedules and effectively manages change management process.
- Assumes primary responsibility for leading, implementing and enforcing jobsite safety requirements.
- Leads and/or assists with job set-up, communications, safety compliance, record-keeping, quality control and closeout as needed.

### MINIMUM QUALIFICATIONS:

- Bachelor's Degree in Engineering, Construction Management or equivalent preferred (HS diploma required).
- At least ten (10) years practical leadership experience in commercial and residential construction; strong background in mid-size to large-scale construction projects (\$10 million plus) with proven ability to manager renovation projects of <\$5 million strongly preferred.
- Verifiable work history/references demonstrating exceptional contributions, skills and integrity.
- Has current 30-hour or 10-hour OSHA Certification.
- Successful completion of post-offer background & drug screens.

**KEY COMPETENCIES/SKILLS:**

- Strong technology skills: Proficient in Word, Outlook, Excel, CMiC and various systems.
- Strong leadership, conflict management and communication skills (verbal and written); able to build rapport and negotiate skillfully.
- Strong organizational and planning skills; able to effectively allocate and develop resources.
- Results-focused; able to effectively delegate and follow-up.
- Professional, dependable and ethical.
- This position offers competitive pay and benefits and the opportunity to work with an experienced and well-respected Operations team. If you meet our requirements and would like to be considered for this opportunity, please submit your resume and cover letter. Pay commensurate with experience.