



APEX BUILDERS GROUP

SITE
SUPERVISOR
Full Time

Created by |

APEX Builders Group
1427 Bolton Street
Suite 1
Baltimore, MD | 21217
443-850-6885

info@apexbuildersgrp.com
apexbuildersgrp.com

SITE SUPERVISOR

Full Time Position – Hourly

Name

APEX Builders Group

Street Address

1427 Bolton Street | Suite 1

City/Town | State | Zip Code

Baltimore | Maryland | 21217

Phone

443-850-6885

Email

info@apexbuildersgrp.com

INTRODUCTION

APEX Builders Group is a family-oriented premier construction business. Team members dedicate time to get to know one another as friends and individuals, and also spend time interacting as a family to build a strong unit. APEX leads employees' career paths and makes opportunities for every talent to grow. The goal is to foster and strengthen the passion of dedicated team members to develop strong and effective interpersonal relationships in order to be able to rely on each other for support while performing projects. APEX takes pride in being a diverse and inclusive workplace for everyone with strong advancement opportunities. APEX builds with a family mentality and welcomes all prospective employees to apply and join.

We have an opportunity to join our Mid –Atlantic team serving the Washington, DC - Maryland - Virginia area with headquarters based in Baltimore, MD as a **Site Supervisor**. The ideal candidate will have experience in custom residential and/or commercial construction of the highest quality scale. We are seeking a knowledgeable team player who is highly attentive to detail and respects the APEX process to complete a project.

OVERVIEW

The **Site Supervisor** is the primary onsite manager responsible for overseeing and coordinating all of the construction aspects of a project from permits to completion. This role requires having the confidence and ability to oversee multiple teams, including APEX Team, Subcontractors, and area representatives. The **Site Supervisor** will partner with an office-based Project Manager in order to ensure the work is performed accurately and cost effectively with the highest level of quality.

Looking for a candidate who has the ability to work independently and as part of a team and have open communication skills. Must have Schedule flexibility, including some evenings and weekends, may be required to accommodate meetings with homeowners or to meet deadlines. The **Site Supervisor** is also responsible for Client satisfaction, promotion of the Company's image and maintaining the highest level and standards.

RESPONSIBILITIES

- On-site supervision of all aspects of construction on large, custom residential projects.
- Manage projects from start to finish and ensure client satisfaction.
- First line of responsibility for project quality & schedule.
- Responsible for meeting cost budgets supported by office-based Project Manager.
- Coordinate materials ordering & deliveries supported by the Project Manager.
- Supervision of APEX team and subcontractors on a daily basis.
- Promotes jobsite safety, cleanliness, and security during construction.
- Maintain daily & weekly calendars to ensure all aspects of the project are on schedule.
- Supervises completion of various progress checklists and final punch list.
- Oversight of area building inspections.
- Occasionally perform lead carpenter tasks such as layout and construction.
- Timely and confident dispute or problem resolution.

BENEFITS

APEX Builders Group recognizes that employees play an important role in its success. Our commitment to full-time employees is reflected in the comprehensive benefits package we offer:

- Competitive salary
- Leave accrual and paid holidays
- Optional Healthcare benefits
- Group Life Insurance, as well as additional optional life Insurance, short and long term disability insurance
- Flexible spending accounts for medical and dependent care reimbursement
- 401(k) Retirement Plan- Self Contributed Following 6 Months Preliminary Period
- Employee Assistance Program
- Weekly Capped Fuel Reimbursement

REQUIREMENTS

- Minimum of 5 years experience & expertise managing the process of high-end residential construction.
- Successful candidate is an experienced carpenter focused on attention to detail.
- Must be a strong team leader with proven ability to manage in-house crews and subs.
- Knowledge of residential and/or commercial construction local building codes.
- Be able to communicate clearly and effectively with leadership, Project Managers & teammates, subcontractors, clients, and architects, as necessary.
- Efficiently and effectively resolve project construction issues.
- Excellent communication & organization skills proficient in MS Word, Excel & Outlook.
- Previous supervisory experience and dispute resolution skills are a plus.

COMPENSATION

Competitive and Commensurate with prior experience

TO APPLY

Send us your Resume with a Cover Letter at info@apexbuildersgrp.com

Or complete the application for online apexbuildersgrp.com/join-the-team

Apex Builders Group is an equal opportunity and affirmative action employer and complies with all applicable anti-discrimination laws.