



Title: Construction Supervisor

Supervisor: Construction Director

Status: Full-time, exempt

Salary Range: \$66,000-\$70,000

Typical Workweek: Tuesday-Saturday

Location: This position may supervise construction sites throughout Essex County

Reporting to the Construction Director, the Construction Supervisor will provide hands-on leadership at Essex County Habitat for Humanity in our Construction and Home Repair Department. Program includes new home construction, owner-occupied home repairs, home rehab. This position is responsible for overall management of a residential job site, including the education and supervision of construction volunteers building affordable housing. The role requires strong residential construction expertise, including the ability to flourish in a construction environment that chooses to work largely with an unskilled, volunteer force.

Responsibilities:

- Construct new single-family and multi-family homes and rehab existing homes in an efficient, safe, timely, and professional manner according to all applicable regulations and codes.
- Supervise and teach volunteers in the construction of homes: framing, insulating, siding, installing interior and exterior trim, and landscaping.
- Select and coordinate subcontractors for excavation, foundations, plumbing & heating, electrical, etc, ensuring valid permits, contracts, and insurance.
- Ensure excellent volunteer experience including corporate/faith volunteer groups, homeowners, weekly volunteers, and experienced volunteer site supervisors. Ensure that each has the training, tools, and skills to be productive on the job site.
- Teach and monitor excellent safety practices and construction skills, complying with all applicable regulations.
- Plan project site task list in cooperation with Construction Director and other supervisors.
- Maintain an effective working relationship with other staff, volunteers, and Habitat homeowners.
- Maintain organization of tools and materials on site and at storage facilities.
- Supervise daily site set-up and clean-up.
- Maintain a positive relationship with local municipal departments as well as other state and federal level agencies, vendors, organizations, and corporations that partner with Habitat for Humanity.
- Order, pick-up and deliver building supplies as needed.
- Other tasks as assigned by Construction Director or as needed for the overall success of the organization.



Skills and Experience Required:

- Knowledge and direct experience in construction: framing, siding, insulation, erecting scaffolding, installing doors and windows, interior trim.
- Knowledge of current Massachusetts building code including IECC.
- Massachusetts Construction Supervisor's License.
- Habitat for Humanity Competent Person Safety training, within 30 days of hire.
- Patience and tact to coordinate experienced builders and newcomers in teams.
- Enjoy working with and teaching others including inexperienced volunteers.
- Ability to spend entire day in motion. Work may require climbing ladders, work on scaffolding, constant standing, walking, bending, kneeling.
- Experience supervising carpentry crews.
- High school diploma or equivalent.
- Valid driver's license and maintain a clean driving record.

Additional Preferred Skills/Experience:

- Experience with HERS ratings, insulation, air sealing.
- Background working with architects, engineers, and building officials.

EEO STATEMENT

Essex County Habitat for Humanity provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.