



The **Mechanical General Foreman** role will be responsible for overseeing the teams engaged in construction activities; and planning, coordinating, assisting in cost control and ensuring a safe work environment. This position requires skills with problem solving, decision-making, planning, estimating, safety, scheduling, cost control, and human relations. The candidate for this position must be committed to maintaining customer satisfaction and keeping the project sufficiently profitable to meet the company's anticipated goals.

Job Responsibilities:

- Determine work priorities, coordinate work activities, and enforce all site safety regulations.
- Responsible to coordinate and schedule all project meetings.
- Review and understand project documents.
- Supervise and schedule personnel on the project as well as all subcontractors, equipment, and materials in a manner that maximizes their effectiveness.
- Communicate with management, personnel and subcontractors to ensure that the works meets quality expectations and deadlines.
- Monitor progress on the project as it relates to schedules, tracking costs and work performed daily.
- Prepare work orders and determine resources needed to complete jobs, as well as prioritizing, scheduling, and assigning work to foremen and their crews based on the extent of work required, urgency, and availability of resources
- Review initial and final cost estimates for completeness and appropriateness; and authorizing requisitions for materials, tools, and equipment.
- Coordinate with other team members to ensure that projects are run efficiently, profitably, and on schedule.

Job Requirements:

- Maintain strict adherence to safety rules and regulations. Including but not limited to wearing safety equipment such as safety glasses, face masks, gloves, work boots, harnesses and/or other required PPE relevant to job site.
- Willingness to travel as required.
- Possess valid identification to work in the United States.
- Ability to pass a drug screening and criminal background check.
- Strong management, analytical, and people skills.
- Ability to work multiple jobs simultaneously.
- Knowledge of mechanical design, planning principles and procedures.
- Possess strong communication skills to communicate with customers, potential customers, management and other employees.
- Knowledge of budgeting, cost estimating, and fiscal management principles and procedures.

Education and Experience:

- High School Diploma or G.E.D. preferred.
- Minimum of 5 years Construction Foreman experience with a mechanical background.