



**Title:** Superintendent

**Position Type:** Full-time, Permanent

**Work Remotely:** No, construction site presence is required

**City:** Toronto

**Company:** Cope Group Inc.

**Job Commencement Date:** Immediately

**Job Closing Date:** January 27<sup>th</sup>, 2024

Thank you for your interest in working alongside us at Cope Group. Our company is founded on the desire to build meaningful relationships with our partners, customers, stakeholders, and most importantly, the communities which we build. We aim to foster a professional, transparent philosophy that promotes leadership and integrity while providing our team with a contemporary, progressive, and adaptive working environment.

Our team is composed of strategic, experienced, and welcoming professionals trained to offer the highest standard of service. We search for creative, innovative, and perceptive people who each bring unique skills that will help us build the communities of tomorrow. Our people bring relentless passion, fast learning, and a culture of innovation to every dimension of their work. We are committed to the continuous development of our employees, using our leadership to shape the future of development and help build the future of our communities. Join our team of diverse industry leaders, helping to build the communities of tomorrow.

### **Job Description:**

As the Superintendent, you will be responsible for overseeing the construction process within the established design and budget guidelines. Reporting to the Project Manager, you will schedule the day-to-day operations on the construction site and create progress update reports as needed.

### **Key Responsibilities:**

- Oversee day-to-day activities and supervision of work being performed by employees and contractors.
- Administration of construction contract and specifications on site.
- Manage the site operating budget and ensure operational spending meets budget.
- Review, approve and track all daily construction operations.
- Monitor and provide feedback on overall project schedule.
- Work with the Project Manager to identify and resolve issues with a timely and cost-effective solutions.
- Implement and enforce quality control measures to ensure high standards of workmanship.
- Ensure overall site Health and Safety.
- Lead job site meetings.
- Health and safety inspections, incident reporting.
- Liaise with Project Manager and consulting designers and internal and external team members.
- Read and interpret drawings.
- Track progress of individual trades work.
- Plan for the smooth execution of work given limitations of time and space.



**Qualifications:**

- Previous work on mid-rise cast-in-place concrete condo projects
- 3-5 years of proven construction superintendent experience.
- Strong ability to read and understand construction drawings including civil, landscape, structural, mechanical, electrical and architectural drawings.
- Demonstrated familiarity with your local Building Code, Health & Safety regulations, and regulatory permit requirements for the construction industry.
- Experience working directly with building inspectors through occupancy.
- Excellent computer skills and must be proficient in Word, and Excel. Knowledge of BlueBeam and MS Projects considered an asset.
- Valid driver's license.
- Good attention to detail and organizational skills.
- Excellent verbal and written communication skills.
- Ability to lead in high pressure situations.
- Ability to tackle issues and create solutions.

Interested individuals are invited to submit their resumes to [careers@copegroup.ca](mailto:careers@copegroup.ca).

We appreciate the interest of all candidates, however only those selected for interviews will be contacted.