

## Superintendent – Life Sciences

Title: Superintendent – Life Sciences  
Reports to: Project Executive; General Superintendent – Life Sciences  
Supports: Field; Project Executive; Project Manager; Project Engineer

### **Summary:**

The Life Science Superintendent coordinates all site construction activities and supervises all field personnel as required to successfully complete the projects on schedule. This includes maintaining the highest quality of work; supervising all trades and field personnel, while managing construction safety practices with all on-site activities.

### **Essential Duties and Responsibilities:**

- Manage all field activities to ensure safety and avoid client work interruption in operating facilities.
- Attend safety training sessions from client safety officers. Identify all hazard conditions on site and communicate to field staff and subs. Maintain MSDS binder on site and update as required.
- Assist clients and third party consultants in commissioning and validation aspects of cGMP jobs.
- Develop 2-3 week look-ahead schedules and track activities of all trades.
- Ensure that subcontract's resources are consistent as required to maintain the project schedule.
- Ensure that work is being done in compliance with plans and specifications.
- Address any subcontractor design questions via the RFI process. Verify the legitimacy of the RFI's and submit to PM or PX for approval and provide solutions for client selection.
- Maintain daily job site work records.
- Ensure overall jobsite quality, safety and cleanliness.
- Ensure all jobs are finalized and closed out promptly, especially with regards to Punch Lists
- Work nights, weekends, holidays, etc. as required by the project.
- Coordinates and supervises all construction activities, both subs and owner vendors.
- Directs all field personnel to achieve completion of the project on schedule, with quality workmanship that conforms to original plans and specifications.
- Maintains construction schedule, identifies and solves problems.
- Orders materials and schedules inspections as necessary throughout the process.
- Maintains positive relationships with customers, subcontractors, suppliers and other employees.
- Supervises completion of a final punch list.
- Maintains up to date job site daily's and weekly tailgate meetings.
- Promotes jobsite safety, encourages safe work practices and rectifies job site hazards immediately.
- Ensures all company employees and contractors are adhering to the company safety policy.
- Maintains an organized job site, including the construction office.
- Participate in client interviews and client events with Skyline team members.

### **Knowledge, Skills and Abilities**

- Experiences in the preconstruction, construction and post-construction of biotech and healthcare facilities.
- Experiences with cGMP and OSHPD guidelines and construction.
- Experiences in client interviews and meet-and-greet events.
- Candidate shall have experience in MS Project application.
- Proficient with reading and understanding blueprints and design documents.
- Strong ability to coordinate trades and owner's vendor activities.
- Strong interpersonal and technical writing skills.
- Ability to work in integrated team environments.
- Self-motivator and self-starter.
- Strong work ethic and organizational skills.
- Strong client relationships. Capable of making introduction and scheduling meetings with clients and Skyline executives.
- Maintain a professional and presentable appearance at all times.
- Capable of training and mentoring foreman and junior superintendents in LS construction aspects.
- Candidate shall currently reside in the Bay Area and shall have worked as a superintendent for a minimum of the last 5 years.
- Candidate shall have an excellent working knowledge of the permitting and inspection process with the various bay Area Jurisdictional authorities.

### **Experience and Education**

Minimum 8-10 years Superintendent experience in biotech and healthcare construction. Graduated from an accredited college or university or related experience. LEED accreditation is desirable.

### **Physical Demands**

The employee must be able to utilize a computer to perform scheduling, data entry, word processing, and spreadsheet operations. Employee must be able to communicate effectively with management, staff, and outside entities. The employee will be required to safely walk, stand, reach with hands and arms, climb, balance, stoop, kneel, crouch, crawl, see and hear. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Work Environment**

While performing the duties of this job, the employee may be exposed to outside weather conditions at job sites, including wet and/or humid conditions, cold, and heat. For renovation work, hazardous and biological materials or conditions may be present in the existing buildings. The noise level at these sites may be unusually loud at times. Job sites are typically dusty.

### **Resumes:**

Interested candidates meeting the above requirements are encouraged to submit their detailed resume and references to [jobs@skylineconst.com](mailto:jobs@skylineconst.com). Please put "Life Science Superintendent Job Application" in the title of the email. **No recruiters please.**