



## ASSISTANT SUPERINTENDENT

**Department:** Rush Commercial Construction, *a division of The Rush Companies*  
**Reports To:** General Superintendent  
**FLSA Classification:** Exempt

### **JOB SUMMARY**

Rush Commercial Construction, Inc., is currently seeking an Assistant Superintendent to join a well-established regional construction company that specializes in Class A office, healthcare, multi-family developments, and senior housing. The ideal Assistant Superintendent will have experience managing a portion of the construction process, supporting the site Superintendent. The Assistant Superintendent is responsible for representing the company and its *Values & Guiding Principles*, while ensuring that company policies are adhered to with regard to safety, scheduling, quality, budgeting and customer service/satisfaction. The successful candidates must demonstrate strong collaboration capabilities coupled with outstanding organization and time management skills.

### **Essential Duties & Responsibilities**

- Read, understand, and communicate regarding construction drawings and peripheral documents
- Utilize knowledge of construction practices
- Understand and identify constructability issues before they stop the work
- Be proactive in problem solving, offer a solution at the time the challenge is presented
- Proven track record demonstrating self-motivation and ability to operate independently
- Forecast production schedule
- Maintain a clean, safe, and secure job site
- Regular “on time” attendance
- Able to work Saturdays and possibly Sundays when needed
- Willing and able to follow directions
- Ethical, honest, and accountable
- Meet milestone dates, floor/roof structure, dry-in, etc.
- Ensure quality control of materials and mechanical attachments in accordance with structural design
- Safeguard materials against loss damage and minimize waste
- Maintain daily tool log including, but not limited to, ladders, scaffolds, lasers, calibration, extension cords, and mechanical guards

### **Supporting Duties & Responsibilities**

- Assist Superintendent in forecasting long lead items by assessing schedule or accelerating current schedule
- Chair, or be present at weekly safety meetings

## **Job Requirements**

### ***Education***

High school diploma or equivalent combination of education and experience

### ***Experience***

- Minimum of 5 years related construction experience
- Completed 1 job as a foreman with oversight from a higher-level supervisor

### ***Special Skills***

Requires experience with hand and power tools on a project jobsite; knowledge of proper lifting protocol and able to wear personal protection equipment (including eye protection, head protections, reflective outerwear, and proper footwear)

### ***Certifications and/or Licenses***

First Aid and CPR trained, CESCL, and 30-Hour OSHA

## **Physical Requirements**

The physical demands of this job require lifting and/or transporting materials at various job sites, operating equipment/machinery, and performing construction-related tasks on an active construction site

Our team members at The Rush Companies have a strong reputation for exercising integrity, good judgment, and sound business practices in our dealings with clients, consultants, subcontractors, and suppliers. We are committed to selecting only those individuals who share in our loyalties while also maintaining our standards of quality and safety.

For more information about The Rush Companies or the application process, please visit:

<http://www.therushcompanies.com/rushcareers>

## **How to Apply:**

Please send cover letter and resume via the link in this job posting or send via U.S. mail to:

THE RUSH COMPANIES  
c/o Human Resources  
6622 Wollochet Dr  
Gig Harbor, WA 98335

Equal Opportunity & Drug-Free Employer

*Disclaimer: This job description is only a summary of the typical functions of the job, not an exhaustive or comprehensive list of all possible job duties and responsibilities.*