



**FOREMAN**  
**OCTOBER, 2022**

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**REPORTS TO:** DIRECTOR OF FIELD OPERATIONS

**ACCOUNTABILITY EXPECTATIONS:**

- Lead and manage all on-site construction aspects of your assigned projects. Be 100% responsible and accountable for the projects you lead.
- Be a problem solver. Provide recommendations and options to help resolve project-specific challenges.
- Ensure proper stewardship of and accountability for overall safety of the project.

**LEADERSHIP EXPECTATIONS:**

- Develop and maintain a visible and positive leadership role with our customers, vendors and within DBS Group.
- Lead and motivate each respective project team, including on-site vendors, to work together to exceed customer expectations.
- Think beyond day-to-day on-site construction realities and nurture the customer relationship for future growth.
- Interact and collaborate with other DBS Group disciplines to establish best practice processes.

**JOB RESPONSIBILITIES:**

- Serve as a consultant to the Design Department, offering constructability and cost containment advice.
- Serve as a consultant to the Estimating Department, offering means & methods, constructability, productivity, phasing and schedule advice.
- Provide leadership, management and scheduling of self-perform staff.
- Provide self-perform services, on assigned projects, including the following:
  - Selective demolition.
  - Progress clean-up, and final cleaning assistance.
  - Concrete patching/finishing.
  - Rough carpentry, including rough framing & wall layout.
  - Finish carpentry, including crown molding.
  - Casework installation.
  - Commercial door/hardware installation.
  - Drywall patching/finishing/painting.
  - Miscellaneous flooring & vinyl base patching.
  - Specialties installation.
  - Suspended ceiling grid/tile (ACT) installation.
- Quantify, order and track materials required for project-specific duties. Return unused materials when possible, or store for future use on projects.



- Quantify, order and track company-owned and/or rental equipment for project-specific duties. Return equipment to off-site when appropriate to prevent storage of unused equipment on-site.
- Review and understand the contract scope-of-work for each assigned project, and report change orders in real-time to the assigned Project Manager.
- Review project self-perform budgets with the assigned Project Manager and/or Superintendent and track self-perform labor against the project budget in real-time throughout each project.
- Review and understand the project schedule for each assigned project.
- When necessary, assist in procurement of project-specific building permits.
- Coordinate, direct, and monitor the on-site vendor activities to meet the project schedule.
- Coordinate and communicate project activities with the project Owner, including resolution of RFI's.
- Assist with required inspections by Authorities Having Jurisdiction (AHJ's).

**SKILLS, KNOWLEDGE, QUALIFICATIONS & EXPERIENCE:**

- Experience requirements included: 7 to 10 years of carpentry experience on light-commercial and commercial projects.
- Safety-First mentality, with the following safety training:
  - OSHA 10 (OSHA 30 preferred).
  - Forklift Certification.
  - Scaffold Certification.
- Proficient in reading & understanding project plans, specifications and shop drawings.
- Base understanding of mechanical, electrical, plumbing and fire protection (MEPFP) systems.
- Excellent organizational skills and effective verbal and written communication skills.
- Proficient problem-solving skills.
- Self-starting leader of on-site self-perform crews and subcontracted vendors.
- Travel is required as needed to provide service on project sites across the Upper Midwest.

**TRAVEL:**

Travel to project locations is required. Most projects are located within the Upper Midwest, but there are times when the travel distance to project locations is extended to outside of the Upper Midwest. The normal travel schedule for jobsites requiring long-distance vehicle travel and/or air travel to/from the jobsite is for the field staff to return home every other weekend for a 3-day weekend. Field staff is responsible to develop a strategy for jobsite supervision coverage for planned absences from the jobsite.

**PHYSICAL DEMANDS:**

The physical demands described herein are representative of those that must be met by an employee, with or without reasonable expectations, to successfully perform the essential functions of this position. While performing duties of this position the employee may be exposed to conditions that include weather such as heat and/or humidity and cold, fumes and/or airborne particles, exposure to dust and asphalt, and moving mechanical parts. There may be exposure to toxic or caustic chemicals, risk of electrical shock, risk of vibration and high noise levels.