



Established General Contractor based in Lowell, MA is seeking a qualified candidate as a Commercial Construction Assistant Superintendent.

Qualifications and Skills:

- 1-5 years assistant supervisory experience in commercial construction.
- Unrestricted MA Construction Supervisors License is desired, but not required.
- OSHA 10 Certification (Minimum)
- Computer Skills: Microsoft Word, Excel, Outlook & Project, Adobe, scanning and file sharing software.
- Proven ability to effectively communicate with the on-site project team, project managers, clients, consultants and subcontractors.
- Strong organizational skills.
- Ability to work independently
- Willingness and ability to travel if the need arises in the future.

Responsibilities and Duties:

- Work effectively with the Lead Project Superintendent and subcontractors on scheduling day to day activities and progress tracking. Assist Project Superintendent with look-ahead schedules and updating the master schedule.
- Monitor daily activities and compile reports on progress, compliance, and manpower.
- Perform on-site inspections and reports pertaining to quality control and contract compliance. Verify subcontractors are properly completing their work in accordance with plans, specifications, shop drawings and contract documents.
- Perform on-site inspections and reports pertaining to safety compliance.
- Prepare RFI's and coordinate with Project Manager.
- Document construction progress with digital photos.
- Develop and track punch lists and project close-out.
- Perform minor carpentry and labor tasks as the need arises.

Competitive salary based upon experience along with an excellent benefit package that includes paid holidays, earned vacation/sick time, health, dental, 401k, LTD and life insurance.

Send cover letter, resume and salary requirements to apply@aberthawcc.com. Include the job title in the subject line. NO PHONE CALLS PLEASE