



## Job Description: Site Supervisor

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**Category: Site Supervisor**

**Reports To: Project Manager**

**Division: Concrete & Heavy Civil Construction**

**Location: Terrace & North Coast Area**

Bear Creek Group is one of the largest private General Contractors in Northwest British Columbia. With our experience, size and ownership structure we have the advantage, flexibility, focus and specialization that some of our largest competitors lack.

With over 50 years of experience in heavy civil construction our teams deliver complex projects safely, economically and on schedule. Bear Creek Group is proud of our safety first culture which is driven by our dedicated HS&E team.

Due to continued growth, BCG is currently looking for an experienced Site Supervisor with extensive experience in concrete construction to join our team in Terrace, BC. The Site Supervisor will be responsible for overseeing and administering project tasks including the site specific Health and Safety Plan and Environmental Management Plan. In addition, the supervisor will be required to ensure the labour and equipment is scheduled appropriately and working at top efficiency to complete the project on schedule and on budget.

### Core Competencies

- Accountability
- Analytical Thinking
- Communication
- Critical Thinking
- Decision Making
- Leadership
- Organizational and Environmental Awareness
- Planning and Organizing
- Problem Solving
- Results Orientation

### Job Duties:

- Supervise blasting, excavation, transport and general construction activities related to typical road and site developments.
- Implement the site specific Health and Safety Work Plan and ensure safe working conditions.
- Work with project managers, engineers and clients to achieve the project scope.
- Be able to liaise with clients, project managers, regulatory authorities and stakeholder.
- Direct crews, equipment and subcontractors as required ensuring the project is completed on schedule and on budget.

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- Record site observations, employee hours and health and safety statistics.
- Supervise subcontractors and approve invoices.
- Manage the procurement of materials and labour necessary to complete the project.
- Prepare schedules for crew on jobsite
- Conduct regular performance reviews and appraisals.
- Ensure the site facilities are in compliance with safety regulations, such as local fire codes, other laws.
- Communicate the organization's safety policies in accordance with applicable federal safety standards and local laws

### Requirements:

- Minimum of 5 years Supervisory experience in concrete and heavy civil construction
- Experience in working in remote locations, able to travel and willing to work overtime.
- A demonstrated ability to communicate effectively at all levels both internally and externally.
- Proficient with computers and a willingness to learn Enterprise Resource programs.
- Strong leadership capabilities and able to motivate and direct work crews.
- Valid class 5 driver's license
- Strong Safety First Attitude

### Work Conditions:

- Physical ability to lift up to 100 lbs
- Travel to the site, and off-site locations will be required
- Safety equipment required, e.g. steel-toed safety boots, safety glasses/goggles, etc.
- Overtime as required
- Hazards associated with the trade
- Work both indoors and outdoors

**Position:** Full Time

**Pay:** \$38.00 per hour

**DEADLINE:** As Soon As Possible

Please submit your resume by email to [info@bearcreekgroup.ca](mailto:info@bearcreekgroup.ca)

No phone calls please.

We thank all candidates for their interest, but only those being considered will be contacted.

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