



# Construction Superintendent

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West-Can Seal Coating Inc. (WCS) is a privately owned highway maintenance company specializing in pavement preservation and roadway construction across Western Canada for almost 40 years completing contracts across Alberta, Saskatchewan and Manitoba for both public and private sectors.

As one of the largest pavement preservation companies in Western Canada, WCS operates offices located in Didsbury and Bruderheim (Alberta) and Brandon (Manitoba). These divisions provide services in asphalt milling, pulverizing, grading, various pavement preservation services along with liquid asphalt manufacturing. For more information on the company, please visit [www.west-cansealcoating.com](http://www.west-cansealcoating.com)

WCS is always looking for good people. Whether you're a veteran to the industry or just starting your career, your contributions will be valued and your hard work will be rewarded. As our workforce continues to build Western Canada's infrastructure, WCS strives to provide our employees with a first-class working experience, including:

- A strong commitment to safety in the workplace
- Competitive wages, benefits, RRSP's, tool allowance, and safety bonuses
- Ongoing career development

## Job Overview

Our peak season is late May through early October and project locations are anywhere between Alberta and Manitoba. The expectation is to work remotely on the road during our peak season; extended hours of work and overtime will be required. This position is responsible for overseeing daily crew operations, coordinating with owners or general contractors, and ensuring projects are safely completed on time, on budget and in compliance with contractual requirements and specifications. The superintendent is the primary point of contact for senior management and project clients/owners/consultants. The superintendent is required to adhere to and enforce all company policies, rules and guidelines with crew members.

## Day to Day Responsibilities

### Safety

- Implement, adhere to, and enforce West-Can Seal Coating Inc. safety program, policies and HSE manual. Ensuring a safe work environment, the superintendent is to lead by example.
- Prevent and be alert to potential hazards and safety violations. Adhere to safety policies and procedures; ensure adherence throughout the crew. Update and develop, as needed, Safe Work Practices and Procedures.
- Maintain 100% compliance in all required safety training and certificates, i.e. all online courses through Work Hub.
- General understanding of employment standards, OHS and traffic laws.
- Ensure all safety records, i.e. Sign Logs, FLHA's, Inspections, Safety Meetings, etc., are being completed by the required parties and submitted daily to the Project Administrator.
- Ensure required reset intervals are scheduled with crew and crew members.
- Alert crew members to any violations.



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## Administrative

- Determine crew requirements as to equipment, material and deliverables, ensure that deficient areas are being addressed.
- Work with Human Resources to address crew personnel requirements.
- Work with office personnel to maintain accurate crew lists and ensure company assets are being used appropriately (fuel cards, cell phones, vehicles, computers, radios, etc.).
- Enforce company requirements in regards to required information, forms, receipts and safety documents and that they are submitted by crew members on time to the Project Administrator.
- Address inter-personal concerns and direct to appropriate escalation managers as required.
- Keep a record of all meetings/discussions with project owners/clients/consultants and communicate any relevant discussion points to Project Managers.

## Production

- Maintaining/creating crew organizational structure.
- Providing supervision and clear instruction to all crew members.
- Lead, train and assist fellow team members.
- Ensure daily production is being recorded, verified with project administrator and lead hand, and then communicated to the office.
- Ensure application rates are being met as per company and contract requirements.
- Any production records being kept by crew members (i.e. distributor logs) are being filled out and submitted daily
- Ensure auxiliary tasks (pre-signing, construction notices, etc.) are being completed by the project administrator and lead hand on schedule, as required.
- Ensure all personal are maintaining and cleaning all equipment and vehicles on a regular basis or as needed
- Work with the mechanic(s) to ensure equipment issues/repairs are being completed in a timely manner and ensure support is being provided by the project administrator and lead hand as required.

## Quality

- Ensure work being performed is being done to required standards as per West-Can's procedures and contract requirements.
- Ensure application rates and other performance/quality metrics are being met as per West-Can's procedures and contract requirements.
- Stop work that is deficient and work to correct the issues prior to restarting.
- Identify specific areas/completed work that may be deficient and requiring repair, communicate this with the project administrator and lead hand to ensure a record is kept.
- Communicate to the operations manager any areas that may be deficient and the cause(s).
- Ensure testing is proceeding as required by contract and West-Can standards.



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- Ensure all testing results are shared with appropriate parties and kept up-to-date.

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

- Knowledge all of the crew; their roles and functions.
- Strong knowledge and understanding of all the tools and equipment required to complete jobs.
- Knowledge and understanding of the contract requirements for each project to be completed.
- Be a forward thinker, foresee the requirements each job will entail and plan accordingly.
- Motivate, delegate and assist with the development of crew members.

## **Reporting Relationships**

- Clear and precise communication with the project administrator and lead hand.
- Communication with senior Management as required in a timely manner.
- Communication with administrative office personnel to provide direction on upcoming changes.

## **Working Conditions & Physical Requirements**

- You will be required to work through various weather elements.
- You will be required to work long hours away from home.
- You will be required to lift 70 pounds.

## **Education and Experience**

- Three (3) years of previous experience in a supervisory role.
- Five (5) years of highway construction experience.
- Post-secondary education in Business or Civil Engineering is preferred.
- Excellent verbal and written communication skills.
- Strong leadership and mentoring abilities.
- Current Class 5 driver's license (preferably a Class 1 or 3).
- Able to provide a 5-year commercial drivers abstract with fewer than 6 demerit points and be insurable.
- Strong computer skills (MS Office suite).
- Experience with construction software (i.e. Viewpoint or similar) considered an asset.
- Operational knowledge of equipment and tools used for the job.

*While we appreciate all applications, only those candidates selected for an interview will be contacted.*

All applicants are required to successfully meet all post-offer and pre-employment fit for duty requirements, which includes drug and alcohol screening.

For further information or to apply, email: [hr@west-cansealcoating.com](mailto:hr@west-cansealcoating.com) or visit

[www.west-cansealcoating.com](http://www.west-cansealcoating.com).