



Highmark Builders is seeking an experienced and personable **Site Superintendent** with excellent communication skills to join our growing team. Site Superintendents oversee and manage construction projects from initiation to completion. Superintendents are responsible for coordinating and supervising on-site construction activities, ensuring adherence to project specifications, timelines, and safety standards. Site Superintendents collaborate with Project Managers, subcontractors, and other key stakeholders to deliver high-quality workmanship that meets or exceeds Highmark standards.

Pay:

Responsibilities:

- Communicate with Project Managers about schedule changes, change orders, labor forecasting and daily logs on BuilderTrend for each job site visit.
- Provide owners/clients with project updates and direct to Project Managers as needed.
- Secure the necessary material for each job by accurately creating lists.
- Ensure all tools and equipment are on site and checked out on EZ software when applicable.
- Call on dumpsters (delivery, swap-out, and pick up).
- Execute each project by ensuring the scope is followed and communicating all information and discrepancies with subcontractors, suppliers, and Project Managers.
- Maintain site cleanliness by ensuring materials are organized and removed if needed by the end of each day.
- Set safety expectations by securing specialized safety equipment and ensuring everyone operates this equipment correctly.
- Work with Project Managers to generate and complete punchlists.

What Highmark Companies offers to you:

- Competitive Salary
- Company Vehicle + Fuel Card
- Health Insurance- Company pays 100% of employee premium
- Health Savings Account
- Dental
- Vision
- Life Insurance
- Short-Term & Long -Term Insurance
- 401K + Company Matching
- Paid Holidays
- Paid Time Off
- Profit Sharing
- Paid Employee Referral Program
- Employee Discount Program
- Great culture and team dynamic

Highmark Companies has been named as one of the Top 200 Workplaces in Minnesota by the Star Tribune in 2022 & 2023! Top Workplaces recognizes the most progressive companies in Minnesota based on employee opinions measuring engagement, organizational health, and satisfaction. The analysis included responses from over 79,000 employees at Minnesota public, private and nonprofit organizations. We couldn't have gotten this amazing honor without our employees. **Come see what it's like to be a part of a Top Workplace!**





Qualifications:

- 5+ years of leading construction projects
- Equipment operation experience
- IT & project management skills
- Experience with Microsoft Office software and BuilderTrend
- Valid driver's license, a good driving record and ability to pass an MVR screening
- Must pass a background check
- Valid DOT Medical Card or the ability to obtain a DOT Medical Card