

Job Description

Job Title: Field Supervisor

Reports To: Assigned Project Manager

Basic Function

- This position is responsible for all on-site construction, installation, and customer service activities.
- Maintains control and tracking of on-site and job inventories.
- Maintains jobsite records and tracks man hours and other job related costs within approved budgets.
- Coordinates all aspects of parts labor, administration, start-up, etc.
- Maintain project schedule based on construction and installation progress.
- Coordinates tools, equipment and subcontractor schedules.
- Estimates, proposes and quotes parts and minor labor based products.
- Communicates project status to the project manager as needed.

Qualifications

This position requires a minimum of two (2) years of related experience in solar or wind installation projects and/or a

minimum of two (2) years experience in commercial or residential construction management. Qualified candidate may

also possess a two or four year degree in construction management, mechanical engineering, combined with at least one

(1) year of experience in construction or engineering. Candidate must be able to demonstrate highly developed

communications, planning, organizational and interpersonal skills as well as an ability to handle confidential information.

Candidate must be able to work on multiple assignments or projects at one time and must be able to work independently.

Travel Requirements

25% within assigned region

Computer Skills

Requirements include proficiency using Microsoft Office Suite applications (Word, Excel, Access and PowerPoint), scheduling software (MS Project), Internet and email.

Supervisory Responsibilities

This position requires the supervision of on-site company and contractor personnel.

Work Environment

The noise level in the work environment is usually moderate. Typical construction hazards may be encountered on the

job. Employee will be exposed to an outdoor environment and construction site.

Employee will be required to work on

elevated structures (building roofs, etc.).

The work environment characteristics described here are representative of those an employee may encounter while performing the essential functions of this job. The employee is required to perform light lifting, climbing, kneeling, crouching, and working in an outdoor and/or construction environment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

THE ABOVE DESCRIPTION OUTLINES THE MOST SIGNIFICANT JOB FUNCTIONS PERFORMED BUT MAY INCLUDE OTHER SIMILAR FUNCTIONS OR ASSIGNMENTS NOT SPECIFICALLY MENTIONED