



Job Title: Construction Supervisor
Department: Technical
Reports to: Director of Technical Operations
FSLA: Exempt

General Description of Position:

The Construction Supervisor directs and coordinates the activities associated with construction projects. This position works with a team of engineers, technical staff, sales team, contractors and customers to complete the project. The Construction Supervisor has supervisory responsibilities.

Essential Responsibilities: include the following. Other duties may be assigned.

- Supervise and coordinate construction personnel both in-house and contract labor for new construction, rebuild projects, new MDU/SDU installations and upgrades.
- Compile and track information for all active construction projects and assist in the annual budgeting process on capital projects.
- Assure that all technical, quality and safety standards are met.
- Coordinate capital request to meet project deadlines, and complete quality checks and verification of invoices for completed work.
- Coordinate construction related activities with utility companies, City, County, and State public works organizations to complete mutual and individual goals. Acquire pole permits, right of ways and easements as needed.
- Acquire contractors to perform construction and maintenance labor.
- Provide detailed cost estimates for proposed projects.
- Plan and direct construction activities and establish priorities in keeping with effective operations and cost factors.
- Review and analyze service, quality control, maintenance, and operational reports to determine causes of nonconformity with specifications.

Other Skills and Abilities:

- Read & upgrade system design maps
- Knowledge of the physical construction and design of aerial and underground of broadband plant including coax & fiber
- Knowledge of MDU/SDU installations to effectively design and cable routes on existing and new MDU's/SDU's

- Basic knowledge of the operation of a signal level meter, TDR, RSVP return meter, OTDR and optical light meters.
- On-call rotation
- Manage multiple projects

Qualifications:

- Ability to work in a fast-paced environment
- Excellent communications and organization skills
- High school diploma or equivalent
- Proficient with Microsoft Office: Word, Excel, PowerPoint

Minimum Job Requirements:

- Two – five years cable construction experience
- Two – five years previously supervisory experience