
Auburn University Job Description

Job Title:	Supv, Construction	Job Family:	No Family
Job Code:	NB08	Grade 33:	\$39,300 - \$65,500
FLSA status:	Non-exempt		

Job Summary

Oversees employees, subcontractors, budget compliance, and records maintenance for construction projects.

Essential Functions

1. Supervises the activities and operations for construction and renovation projects including (but not limited to) form carpentry, foundations, framing, installing ceilings, roofs, flooring, structural steel, and masonry.
2. Plans and organizes construction and renovation project requirements.
3. Maintains records and documentation of work activities, supplies, and equipment.
4. Supervises the installation of plumbing and drainage systems.
5. Operates heavy equipment on job site, when necessary.
6. Supervises the installation of pipe, fittings, and fixtures of heating, water, plumbing, and drainage systems.
7. Performs and supervises a variety of carpentry tasks and installations.
8. Maintains records and documentation of work activities, supplies, and equipment.
9. Layout foundations, footings, and maintain proper elevations for construction.
10. Serves as a construction technician as needed.

Supervisory Responsibility

Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	High School	High School Diploma or equivalent
Experience (yrs.)	6	Experience in construction practices

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Knowledge of construction methods and procedures to include building codes, construction law, state building guidelines, and Occupational Safety and Health Administration (OSHA) codes. Skill in reading and interpreting blue prints. Developed supervisory skills.

Certification or Licensure Requirements

Valid Driver's License

Physical Requirements/ADA

Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Externally imposed deadlines; set and revised beyond one's control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires standing, walking, reaching, handling objects with hands, and lifting up to 50 pounds.

Job occasionally requires sitting, climbing or balancing, stooping/kneeling/crouching/crawling, talking, hearing, and lifting more than 100 pounds.

Vision requirements: Ability to see information in print and/or electronically, ability to distinguish colors.

Date: 1/5/2012
