



Opasikoniwew Housing Authority

Box 510
Wabasca, AB T0G 2K0
Ph: (780) 891-2072

Employment Opportunity

Full time

Until completion of project

Construction Supervisor

The Opasikoniwew Housing Authority is currently seeking a self-motivated individual to fill the position of **Construction Supervisor**. This Individual will Supervise all construction projects through all phases of developing lots and coordinate all sub-trades & manufactured homes to their final stages.

Roles and Responsibilities:

- Provide necessary information and assistance to the Project Manager as required;
- Abide by the Administration Policies and Procedures set forth by the Nation;
- Provide a weekly report of all projects
- Ability to focus and keep calm under pressure.
- Ability to keep track of multiple projects.
- Ensure teams work together to deliver quality work to meet deadlines.
- Monitor construction progress
- Ensure adherence to health and safety regulations at all times.
- Perform equipment, material, and routine site inspections including safety.
- Work closely with architects and other professionals.
- Stay up to date with safety codes and advancements in construction.
- Assist with the recruitment and training of new staff.
- Traveling to multiple sites as required. (Personal vehicle may be required)
- Other tasks as assigned by the Project Manager or OHA Manager

Qualifications:

- Experience in the construction industry required.
- Any Education or certification towards the construction field is an asset
- Outstanding written and oral communication skills
- Ability to speak and understand Cree will be considered an asset
- Current criminal record check and Child Welfare check
- A valid class 5 driver's license
- Experience in a leadership role recommended.
- Computer literate in Microsoft Office programs an asset
- Must be able to successfully work both collaboratively and independently
- Possess excellent organizational skills, time-management skills; thorough understanding of task assignment and schedule, budgeting and efficient use of time and resources.

Submit cover letter, Resume, Criminal Record Check and Child Welfare Check to:

*Opasikoniwew Housing Authority
P.O. Box 510
Wabasca, AB T0G 2K0
Phone: (780) 891-2072
Email: Brandon.Gladue@bigstone.ca*

Closing date for this employment opportunity is: Friday, May 06, 2022 at 4:00 p.m.

Thank you for your interest, however, only those who are selected for an interview will be contacted.