



## Superintendent II

Full-time

Founded in 2004, PIRHL is a full-service investor, developer, general contractor and owner of affordable and workforce family housing. PIRHL's approach leverages deep expertise in acquisitions and asset management, development and construction with strategic financial and local partnerships. To date, PIRHL has developed 60 properties, 6000 units of real estate (including both new and renovation), serving the Midwest, Mid-Atlantic, Northeast and Southeast regions of the U.S.

PIRHL's Mission: We bend the forces of the universe to create transformational, affordable and sustainable communities that help stabilize the lives of our residents.

### Position Overview:

The Superintendent is responsible for overseeing and managing the day to day operations of a wide range of wood framed multifamily residential construction projects.

### Core Responsibilities:

1. Collaborate with architects, engineers, vendors, and subcontractors to ensure that objectives, standards and specifications for the project are adhered to. Provide input on design details & coordinate required changes with design teams where necessary.
2. Develop and maintain positive relationships with coworkers, government agencies and representatives, vendors and subcontractors.
3. Manage all subcontractors and suppliers for the project paying close attention to schedule, budget and safety limitations.
4. Act as a liaison to development team by working closely with municipal officials and government agencies to obtain required permits and ensure the timely and accurate sequencing, scheduling and execution of required inspections.
5. Responsible for the cleanliness, safety and quality control of PIRHL's construction sites. This includes making sure that we adhere to all OSHA and company health and safety standards.
6. Responsible for making sure that the project is completed on time and on budget
7. Plan and coordinate project logistics and schedules to ensure deadlines and delivery dates are achieved.
8. Prepare reports to accurately reflect weather conditions, manpower levels, site security and safety on a regular basis.
9. Manage the recordkeeping of project construction drawings and other documents.
10. Follow-up on trade punch lists to ensure open items are completed on time.
11. Assist and resolve all construction related issues for property management when a project is turned over to operations and property management.
12. Prepare, conduct and document weekly project meetings with subcontractors and vendors to ensure the project schedule remains on track.

**Qualifications:**

- Associates degree in Construction is preferred but not required.
- A minimum of five (5) to eight (8) years of wood frame on site construction project management experience
- Knowledge of Microsoft Office Suite, Microsoft Project, and ProCore
- Comprehensive knowledge of construction documents including design/layout
- Prior experience supervising staff and subcontractors
- Knowledge of materials, methods and tools involved in the construction or repair of multi-family residential wood frame housing
- Detail oriented, with exceptional follow-through and organizational skills
- Strong communication skills and the ability to work collaboratively with others
- Ability to effectively coordinate and track multiple projects simultaneously, prioritize, work well under pressure with a high degree of accuracy and meet stringent and overlapping deadlines
- Ability to travel periodically throughout the South East, Mid-Atlantic, and Mid-Western U.S.

**TO APPLY**

Please send a cover letter, resume, and three (3) professional references to:

Human Resources

800 W. St. Clair Avenue / 4<sup>th</sup> Floor

Cleveland, OH 44113

dshaffer@pirhl.com

No phone calls, please.

Job Posting Number: P19D13