



**KASKI**  
— INC. —

## **Kaski Inc. Site Supervisor Job Description**

### L/M/A

- Lead
- Manage
- Accountability

### Team Organization, Tools, Equipment, and Labor

- Direct and communicate with subcontractors.
- Communicate with project owners and Kaski project teams.
- Supervise assigned crews.
- Attend operations, scheduling, and project launch meetings.
- Give general instruction to and conduct periodic reviews for foremen and laborers.
- Monitor and encourage the morale of the crews.
- Address and document performance issues.
- Check and approve timecards for crew members.
- Work overtime as needed.
- Turn in receipts within three days of purchase.
- Use BuilderTrend's PO system for purchasing.
- Recognize and plan for necessary manpower, materials, tools, and equipment for upcoming projects.
- Address and correct any issues with suppliers and project materials.
- Be open to learning new skills.
- Practice open communication with all Kaski team members.
- Demonstrate Kaski's core values of Precision, Reliable, Attitude, and Ownership.
- Have fun working with your team!

### Safety Processes for Field Crews

- Ensure toolbox talks are done each week.
- Call 811 and get proper permits for jobs.
- Provide paperwork for toolbox meetings.
- Oversee general job site safety.

### Daily Communication

- Review the daily logs from the foremen each day.
- Communicate clearly with all team members regarding the scope of work, project goals, and team expectations.

### Quality Control

- Monitor workmanship for precision and quality and ensure work has been completed according to the project plans and specs.
- Use BuilderTrend to upload project documentation, photos, etc.



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### Compensation

- Beginning pay range of \$28-\$35 per hour, depending on experience.
- Employee health insurance.
- Dental, life, and short-term disability insurance.
- 401K match.
- Yearly boot allowance

### Requirements

- Be able to pass a drug screen.
- Have an active driver's license.
- This is a physical labor position. It will require lifting 50+ pounds, bending, squatting, twisting, turning, pushing, and pulling.
- Enrollment into the Local 84 Union after 60 days of work.