



## **FOREMAN – Crew Leader**

**Miraje Reconstruction & Development** is a leading commercial General Contractor based in Greensboro, NC, serving the Triad, Triangle, and beyond.

Miraje self performs an expanded variety of specialized services and solutions including;

- New Concrete Construction
- Concrete and Masonry Restoration
- Waterproofing and Sealant
- Building Façade Restoration
- Architectural Concrete
- Specialized Waterproofing Solutions
- Media Blasting
- Concrete Floor Grinding and Design Finishes

Solving aesthetic, structural and functional building problems is our business. Miraje is committed to delivering our clients quality service and construction experience and a timely completion of projects. Our work environment is challenging, creative and rewarding as reflected in the longevity of our employees.

The position of Foreman will work in partnership with the Miraje Management Team and is responsible for coordinating the resources available to construct and deliver a project in accordance with the plans, specifications, schedule and project goals. The Foreman is responsible for planning, coordinating and supervising all project site activities, crew members including subcontractors and laborers.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES include:**

*Essential and other important responsibilities and duties may include, but not limited to, the following:*

- Leads and participates with the work crews assigned to the construction project/site.
- Monitors, guides and works with crew/s to ensure safe and effective completion of projects.
- Works with Miraje R&D Management Team to plan, schedule and prepare for projects and activities
- Estimated work day 85% hands-on, working with the crew on the job with a max of 15% in the office/warehouse.
- Represents Miraje R&D in a professional and courteous manner.
- Liaison/representation as needed with “on-site” client/representatives
- Prepare and maintain work truck with equipment and tools prior to each day to support the crew to get the job done.
- Identifies and requests any SDS’s for each task/job

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- Operates a variety of different tools and equipment in accordance with any necessary certifications and/or qualifications required.
- Ensure Miraje R&D Daily Task and Weekly Toolbox Talks are completed and documented.
- Liaison with workers on a job specific need for start times breaks etc.
- Tracks allocated crews working/billing hours and provides them as per the Miraje R&D Employees handbook
- Responsible use of all company credit cards
- Responsible for tagging any equipment requiring repairs/maintenance and reporting them to Miraje R&D management.
- Reports/identifies to management all OSHA concerns/violations, procedural recommendations, accidents, near misses, worker concerns etc.
- Attentive to any possible new job opportunities seen or heard of, providing leads/details to Miraje R&D management
- Supports/contributes on an “as needed” basis to pricing/quoting/meetings with Miraje R&D Management.
- Ensures compliance with Miraje R&D Employee Handbook, Policies and Procedures.

**Position, Pay & Benefits:**

- Full-time estimated at 40 hours per week
- Hourly based on experience
- Benefits offered after 90 days

**Additional:**

- Foreman/Crew leader: MIN of 2 years
- Current NC Driver’s License
- OSHA 10 Construction (*ideal however will provide*)
- First Aid Certificate (*ideal however will provide*)

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