



CONSTRUCTION SUPERVISOR

Job Summary

Cardinal Natural Gas is looking for a Construction Supervisor who would oversee all phases of major construction projects. This person would operate in the Bluefield service territory. Experience in the Natural Gas field is preferred. This is a full time position with benefits.

General Responsibilities

- Assist in examining and inspecting work progress, equipment, and construction sites to verify safety and to ensure specifications are met
- Develop schedule and budget
- Order and request materials/supplies and maintain inventory through duration of project
- Ensure all rules and regulations are followed and permits are in place
- Supervise and coordinate activities of construction workers
- Assist in conducting project meetings with field operations and subcontractor personnel to discuss SOP's, safety, traffic control, etc.
- Record information such as personnel, production, or operational data on specified forms or reports
- Locate, measure, and mark site locations or placement of structures or equipment
- Coordinate and schedule activities of UPL inspector and subcontractors

*The company reserves the right to add or change duties at any time.

Job Qualifications

- Education: High School Diploma or equivalent
- Experience: 2+ years of experience
- Valid and clean driver's license
- Willing and able to pass and submit a drug and alcohol test (pre-employment and random)

Skills

- Excellent verbal and written communication
- Problem solving & critical thinking
- Time management
- Ability to grasp technical explanations of construction / service scenarios
- Strong knowledge of on the job safety and compliance requirements
- Management of personnel resources