



General Foreman

Position Description:

A general foreman will be responsible for coordinating operations and overseeing workers at job sites. As a point of reference for both workers and supervisors, the general foreman will be a key person for a completion of a project. Using leadership skills and extensive experience in the industry, a general foreman will direct the work of others and ensure safety policies are being adhered too. At times, employee will be required to assist other facets of our business.

Compensation

Employee shall be paid a base salary of \$_____ weekly, which is \$ _____ annually, subject to applicable federal, state, and local withholding. Any increases in Employee's Base Salary for years beyond the first year of Employee's employment shall be in the sole discretion of IMOCO Inc. management.

Employee Benefits

Employee will be eligible to participate in all benefit plans, policies or programs outlined in the IMOCO Employee Handbook. For specific questions, please contact HR.

Essential Duties and Responsibilities:

- Coordinate tasks according to priorities and plans
- Produce schedules and monitor attendance of crew
- Allocate general and daily responsibilities
- Supervise and train workers and tradespeople
- Ensure manpower and resources are adequate
- Guarantee all safety precautions and quality standards are met
- Supervise the use of machinery and equipment
- Monitor expenditure and ensure it remains within budget
- Resolve problems when they arise
- Report on progress to managers, engineers etc.

Please note hours may vary nights/weekends/holiday work may/will be needed pending client's needs.

Qualifications:

- Experience working in an industrial environment
- In-depth knowledge of construction procedures, equipment and OSHA guidelines
- Excellent organizational and leadership skills
- Ability to read drawings, plans and blueprints
- Recognize and address safety aspects of projects quickly and effectively
- Communicate effectively with customers, vendors and workers
- Ability to make quick decisions

Physical Demands:

Performance of the required duties will require physical ability to climb permanent and temporary stairs, passenger use of construction personnel hoists, ability to climb ladders and negotiate work areas under construction. Specific vision abilities required by this job include close vision, peripheral vision, depth perception, and the ability to adjust focus. Performing this job requires use of hands to finger, handle, or feel objects, tools or controls, sit, talk and hear, stand, climb, balance, stoop, kneel, crouch or crawl. Employee must occasionally lift and/or move 25-75 pounds.

Work Conditions:

While performing the duties of this job, the employee regularly works on-site at the construction site where the employee is exposed to moving mechanical parts; high precarious places; risk of electrical shock; fumes or airborne particles; Regular exposure to all weather conditions, especially hot, humid and/or rainy spring, summer, fall and winter weather, combined with regular work time indoors in environmentally controlled conditions. The noise in these work environments is usually moderate to very loud.

When working on site, you will be required to wear common protective or safety equipment, such as but not limited to the following safety shoes, glasses, gloves, hearing protection and hard hats.

IMOCO INC. IS AN EQUAL OPPORTUNITY EMPLOYER.

(Employee Signature)

(Date)