



<b>Job Title:</b>	Construction Foreman	<b>Job Category:</b>	Maintenance
<b>Department/Group:</b>	Maintenance	<b>Term of Contract:</b>	12 months/subject to emergency calls
<b>Location:</b>	Chilton Co Maintenance Dept.	<b>Travel Required:</b>	No
<b>Level/Salary Range:</b>	\$41,162.14 - \$45,164.69	<b>Position Type:</b>	Full Time
<b>Reports to:</b>	Maintenance Supervisor		

**Job Description:** Provide technical assistance to maintenance technicians as required by the Maintenance Supervisor

Enter performance responsibilities beside bullets below.

- Coordinate construction work according to priorities and plans
- Allocate general and daily responsibilities
- Supervise and train workers and tradespeople
- Monitor expenditure and ensure it remains within budgets
- Supervise the use of machinery and equipment
- Resolve problems when they arise
- Guarantee all safety precautions and quality standards are met
- Be regular and punctual in attendance
- Report on progress to Maintenance Supervisor
- Attend training sessions scheduled by the Maintenance Supervisor
- Carry out responsibilities in a manner that will promote good public relations
- Maintain proper and professional relationship with students and other employees
- Maintain the confidentiality of all school system related information
- Be familiar with and follow Board of Education policies
- Execute all other task and responsibilities as assigned by the Supervisor

**Working Environment**

The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling; some climbing and balancing; frequent stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. This job is performed in a generally clean and healthy environment

**Experience**

Proven experience as construction foreman, in depth knowledge of construction procedures, understanding of electrical and plumbing systems, ability to read drawings, plans and blueprints, ability to communicate and report effectively, and must have problem solving abilities. Successful experience in construction.

**Education**

High school graduate

**Certificates & Licenses**

Such alternatives to the above qualifications as the Board of Education may find appropriate and acceptable