



Touchstone Communities, a residential land development company based in San Diego, is actively seeking a full-time **Superintendent – Land Development** to join our team. The Superintendent will be responsible for managing all functions of the job site for his/her assigned land development project(s) and will report directly to the Senior Project Manager.

Responsibilities:

- ❖ Manage all land development construction, including grading, wet utilities, streets, landscaping, walls, and amenities.
- ❖ Prepare, implement, manage, and update land development construction schedules.
- ❖ Assist with the management of land development budgets. Review, negotiate, and communicate trade change orders.
- ❖ Daily coordination of governmental officials, inspectors, consultants, and subcontractors to manage construction of projects in accordance with approved schedules.
- ❖ Assist with the creation of scopes of work for improvement projects based on plans, technical reports, existing and anticipated municipal regulations/requirements.
- ❖ Schedule and conduct contract and scope of work briefing meetings.
- ❖ Schedule and conduct pre-construction meetings with a variety of stakeholders (e.g. subcontractors, governmental agencies, utility companies, consultants, etc.)
- ❖ Build and maintain effective relationships with trade partners, inspectors, utility companies, internal team members, and other invested individuals.
- ❖ Monitor work production for compliance with construction schedule, scope of work, and adherence to industry workmanship standards.
- ❖ Assist with guest builder lot acceptance/turnover and daily coordination with their superintendents.
- ❖ Implement and manage all SWPPP measures and regulations.
- ❖ Coordinate inspections of completed improvements, completion of punch-lists, and exoneration of bonds.
- ❖ Identify and take advantage of opportunities to enhance project profit margins.
- ❖ Coordinate with all company staff including Senior Project Manager, Purchasing Agents, and Contract Administrators.
- ❖ Implement and manage company safety protocol in conformance with all regulatory requirements.

Requirements:

- ❖ 5 - 10 years of land development superintendent experience including mass grading, SWPPP, wet and dry utilities, concrete improvements, paving, masonry, landscaping, related civil and soils engineering.
- ❖ Vertical construction experience is a plus.
- ❖ Bachelor's degree in Construction Management, Civil Engineering, or related field preferred.
- ❖ SWPPP certification training and ability to read and review improvement plans, technical reports, contracts, and work scopes with a high degree of understanding.
- ❖ Ability to perform quality control review of all improvement plans and resolve conflicts ahead of construction.
- ❖ Proficient in Microsoft Office including Word, Excel, Outlook, and Microsoft Project.
- ❖ Results driven with a competitive attitude, strong leadership skills, adaptability and customer service orientation.
- ❖ Excellent written and oral communication skills, analytical, organized, and likeable personality.
- ❖ Position requires sitting, walking, standing, lifting, climbing stairs/ladders, etc.
- ❖ Local travel required.

Interpersonal skills

Excellent communicator, self-starter/proactive and highly motivated, task oriented, structured and organized, team oriented work ethics, ability to work under pressure and achieve excellent results, ability to learn tasks quickly and take on a variety of tasks, excellent time management skills with ability to work independently to plan and prioritize workload

Benefits

Touchstone Communities offers a competitive compensation package including Health Insurance, PTO, Vacation Pay, and Retirement Plan.

Interested parties please send cover letter and resume, including salary expectations, to:

Careers@TouchstoneCommunities.com

No Calls – No Recruiters/Agencies please.