EST. 1966 GRIESENBECK
Helping Build Better Spaces for 60 Years

6160 Westview Drive
Houston, TX 77055

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CONSTRUCTION FOREMAN

Department: Field Operations
Reports To: Superintendent / Director of Field Operations
Position Type: Full-Time | Field-Based

POSITION SUMMARY

The Construction Foreman is a hands-on leader who works with the crew each day. This is a hands-on position.

The Foreman plans the work, installs products, leads the crew, and helps keep the job safe, on time, and done right. We install finished products, so tools and materials must be handled, stored, and protected with care.

KEY RESPONSIBILITIES

Field Leadership & Installation

- Work with the crew and help install products every day.
- Plan the day, lay out the work, and give clear tasks to the crew.
- Read drawings, check sizes, and make sure the work fits the job.
- Train crew members and help them improve their skills.
- Keep the crew safe, productive, and professional.

Materials, Tools & Quality

- Make sure the right materials, tools, and equipment are ready for the work.
- Make sure tools are handed out, collected, and stored each day.
- Make sure finish materials are moved, stored, and protected from damage.
- Report missing, wrong, or damaged materials right away.
- Check the work often and fix problems before leaving the area.

Communication & Reporting

- Send daily reports on progress, production, workers, and jobsite issues.
- Make sure each crew member is clocked in to the right job and work phase each day.
- Tell the Superintendent, Project Manager, and Operations team about problems early.
- Work well with the General Contractor and other trades.

QUALIFICATIONS

- 2-3 years of construction or installation experience is required.
- Must be able to work on jobsites throughout the Houston area.
- Must be willing and able to work with tools beside the crew each day.
- Must be able to read construction drawings and do basic field layout.
- Must know how to use common hand and power tools safely.
- Must have a valid driver's license and a clean driving record.
- Must pass the company background check.
- Must be dependable, able to lead others, and able to solve jobsite problems.
- English communication skills preferred, bilingual English/Spanish is a plus.

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PHYSICAL REQUIREMENTS

- Lift and carry up to about 50 pounds.
- Stand, walk, bend, kneel, reach, and climb during the workday.
- Use hand and power tools safely.
- Work from ladders, lifts, and other approved equipment.
- Work indoors and outdoors and wear required safety gear.

WHAT SUCCESS LOOKS LIKE

- Leads by example and works with the crew.
- Keeps the crew safe, ready, and productive.
- Plans ahead and keeps the work moving.
- Finishes quality work safely and on time.
- Turns in clear and correct daily reports and time records.
- Speaks up early when there is a problem and helps solve it.
- Takes care of company tools, materials, equipment, and the finished work.
- Leaves the project better than they found it.

AFFIRMATIVE ACTION / EQUAL OPPORTUNITY EMPLOYER

Griesenbeck gives equal job opportunities to all people. We do not treat a person unfairly because of race, sex, age, color, religion, national origin, disability, citizenship status, or any other status protected by law. This policy applies to job applicants and employees. It applies to hiring, promotions, pay, job duties, and ending employment.