



**JOB TITLE:** Construction Foreman  
**FLSA:** NON-EXEMPT  
**DATE:** January 2023  
**DIVISION:** Environmental  
**REPORTS TO:** Environmental Construction Manager  
**COMPENSATION:** \$28-\$36/hr D.O.E.

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*CGRS is a dynamic, team-oriented company with an amazing culture summarized by our mission statement: “We deliver quality solutions with integrity and expertise every time.” We believe that our greatest asset is our employees, and we enable our employees to provide our clients with a world-class customer experience.*

*CGRS offers competitive wages, medical, dental and vision insurance, 401(k), paid vacation and sick time.*

#### **POSITION SUMMARY:**

Hands-on construction work. Additionally, manage field crew(s) to ensure project specific tasks are completed efficiently, profitably and to the client’s expectations. Administrative duties required as needed. Exercises frequent independent judgment within agreed upon limits. Compiles information and submits reports, inputs data, and reviews and approves timesheets. Assists with field training and safety meetings.

#### **PRINCIPAL ACCOUNTABILITIES:**

- Fueling System (UST/AST) Decommissioning and Removal, Remediation System Installation, Expansions and Upgrades, and Contaminated Soil Excavation and Disposal.
- Get in and out of trenches.
- Shovel, dig and other hands-on construction work.
- Operate equipment in tight locations.
- Knowledgeable in Fueling System Components (tanks, piping, purging, venting and inerting, etc.)
- Manage field crews and subcontractors to ensure quality control.
- Assist with crew members’ field training.
- Communicate with PMs and Coordinators to maintain work schedule.
- Completes daily reports including, but not limited to, field logs, tailgate safety meetings, health and safety plans, DOT logs and mileage reports.
- Record data into computer database, transmit and maintain records.
- Review and approve timesheets for accuracy, with follow up if needed.
- Communicate with clients, subcontractors and material suppliers.
- Maintain equipment: Excavators, Loaders, Skid Loaders and attachments, Power Equipment and Tools, Trucks and Trailers, or any other equipment required for work.



- Follow strict safety and technical protocols.
- Ability to take a job from start to completion with little or no supervision.
- Understanding of applicable state storage tank regulations
- Other duties as assigned.

## **JOB QUALIFICATIONS:**

Obtain and maintain any required certifications to perform scope of work. Any combination of education and experience that would provide the required skill and knowledge for successful performance would be qualifying. Typical qualifications would be equivalent to:

### EDUCATION:

- High School diploma or equivalent.
- Course work or certification in construction management a plus.
- OSHA certification preferred.
- 40-hour OSHA HAZWOPER preferred.
- ICC UST Closure and Removal License preferred.
- OPS Qualified Service Technician Certification preferred.

### EXPERIENCE:

- Prefer five (5) or more years of UST/AST installation/removal or experience in a related position based on education and skill sets.
- Minimum three (3) years managing crews.
- Minimum three (3) years of heavy machinery experience (Excavator, Loader, Skid Loader, and attachments).
- MS Windows (Word, Outlook, Excel) and Database skills is a must.

### SKILLS:

- Must be very organized and willing to work independently.
- Practice basic math skills to figure areas, volumes, and conversions.
- Demonstrate proficiency in MS Windows, Outlook, Word, and Excel.
- Must be able to initiate responsible action, be professional and have good people skills.
- Attention to detail required.
- Must be willing to manage an ever-changing workload; patience and flexibility are important. Willingness to participate in on-going continuing education through on-site workshops, seminars, and self-education or research a must.
- Ability to demonstrate teamwork to carry out CGRS policies and goals is required.

**SUPERVISORY RESPONSIBILITIES:** Supervise a crew of 2-10 members.

**TYPICAL PHYSICAL DEMANDS:** Must have a valid driver's license, preferred CDL A (NTT). Maintain an insurable status and a good driving record. Position requires regular vision and normal range of hearing. Employee must be able to lift 80 lbs. Able to climb, bend, stoop, kneel and stand for various periods. Must have manual dexterity sufficient to operate a computer



keyboard. Position involves driving, standing, bending, and heavy lifting a high percentage of the time.

**WORKING CONDITIONS:** Work outside in a variety of conditions. Requires good MVR, background check, physical and drug test. Work independently and travel extensively: could be out of town 1-5 days a week on local work. On occasion some jobs could take the employee out of town for a week to 10+ days. Overtime may be required. Must be willing to carry out company goals and policies. May be asked to work flexible hours (nights, weekends) on occasion.

***We are an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.***