
Position / Title
Reporting to
Last updated

Site Superintendent (Term)
Project Manager
August 2026

About the Role

We are seeking an experienced Site Superintendent to lead on-site operations for industrial, commercial, and institutional construction projects. The ideal candidate is a proactive leader with a strong focus on safety, scheduling, quality control, and effective subcontractor coordination. As the position is based in Fort Frances, Ontario, we are seeking a local candidate to support the site for the duration of this term position.

Key Responsibilities

- Oversee all daily site operations to ensure projects are completed on time, on budget, and to specification.
- Coordinate and supervise subcontractors, trades, and on-site personnel.
- Maintain strict adherence to safety policies and procedures; lead toolbox talks and ensure compliance with workplace safety regulations.
- Develop, manage, and update project schedules in collaboration with Project Managers.
- Conduct quality inspections to ensure work meets drawings, specifications, and company standards.
- Resolve on-site challenges quickly and effectively.
- Maintain accurate site documentation such as daily logs, reports, and site photos.
- Manage deliveries, equipment, and site logistics to maintain productive workflow.
- Ensure work is done in compliance with all regulations and all applicable health & safety policies and procedures so as to maintain jobsite security.
- Receive and document delivery of materials, ensuring they are in good conditions when received and stored properly until they are installed.
- Maintain positive relationships with customers, contractors, suppliers and other employees.
- Take care to keep confidential all sensitive Three Way Builders and client job information.
- Comply with and carry out COR safety manual.
- Uphold company values.



- Travel to/from work site.
- Ensure designated site control.

QUALIFICATIONS

- 5+ years of experience supervising construction projects (industrial, commercial, or institutional).
- Strong understanding of construction methods, building codes, and safety regulations.
- Proven ability to read and interpret construction drawings and specifications.
- Excellent leadership, communication, and problem-solving skills.
- Proficient with construction scheduling tools and basic digital reporting.
- Valid driver's license; ability to travel to various project sites.
- COR or similar safety certification considered an asset.

SKILLS

- Proficient in using power and manual equipment as well as measuring tools.
- Strong computer skills with enough familiarity of Microsoft programs to carry out a variety of tasks.
- Excellent leadership and organizational skills.
- Strong written and oral communication skills and effective listening skills.
- Self-starter with strong work ethic.
- Strong problem-solving skills.
- Familiarity with Bluebeam considered an asset.
- Experience with Procore an asset.
- Lean Construction training an asset.

DAILY PHYSICAL REQUIREMENTS

- Traverse uneven and rough ground surfaces such as rocky or excavated clay surfaces as well as slippery and/or frozen surfaces continuously.
- Ascend and descend ladders, construction stairs and scaffolding multiple times a day.
- Occasionally carry bulky loads such as sheets of plywood or lumber (50lbs minimum).
- Sweep and carry waste materials from the jobsite as required.
- Use construction tools such as hammers, skill saws, levels, air tools, etc.
- Transport and setup temporary hoarding tarps and walls.
- Transport and setup temporary heating equipment such as fans, furnaces and diesel heaters.