



Southeastern Architectural Systems
9325 Forsyth Park Drive,
Charlotte, NC 28273
Phone: (704) 896-5805 | Fax: (704) 896-5812

SEAS Field Superintendent

Job Description and Responsibilities Include:

In addition to the core focus items described below, our Field Superintendents are expected to be proficient in reading and understanding architectural drawings. We are also committed to assisting you while you work to master the following skills that will be critical to your long-term success.

- Reading & understanding architectural drawings & shop drawings
- Understanding of all the products and manufacturers represented by SEAS
- Learning how to work through issues and how to coordinate with others in the office and in the field.

Field Responsibilities:

Leadership of our field crews.

Problem solving of in-field issues

Working with our PM's and GC's to fix issues that arise in the field

Coordination and execution of jobsite work

Supervision of the actual physical construction of the project in accordance with the contract documents & SEAS Shop drawings

Quality control & manpower scheduling

Maintenance of great relationships with owners, subcontractors, and suppliers and the ability to work in a team environment with other Project Managers, Engineers and Superintendents

Working with our install team to fix issues in the field as it pertains to panel fabrication

Communication and Coordination with Project Teams:

Logistics, coordination, facilitation, and hauling of materials to job sites when necessary

Quality control of fabricated products

Logistics and coordination with the PM team at SEAS

Field dimensioning of panels as directed by Cardinal or SEAS PM's

Takeoffs of hardware or materials for project construction, when necessary

Financial responsibility in purchasing of some materials and rental equipment

Please let me know if you have any questions or concerns.

Thank you!

Sam Winget

Operations Director

Signature

Date

