

JOB DESCRIPTION

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| JOB TITLE: | Foreman | REPORTS TO: | |
| LOCATION: | Northern IN | SUPERVISION OF: | |

ElectriCom, a Utility Construction company established in 1960, has experienced continuous growth since its inception. The company takes pride in focusing on family values both in the workplace and with its customer base. ElectriCom seeks employees with the ability and desire to work for a progressive company. ElectriCom offers a competitive package for both wages and benefits. Employees who show quality performance will have the opportunity for advancement and further development of skills. ElectriCom is an Equal Opportunity Employer.

JOB FUNCTION/PURPOSE

A Foreman role is primarily in charge of crews within the Telecom Division and has the direct responsibility for people, safety, project management, and onsite client relations. Duties will include supervising others, as well as managing project specifications and scheduling.

DUTIES AND RESPONSIBILITIES

- Maintain safe job site and assisting crew to ensure safety standards are being met.
- Foreman develops schedule and project plan for timely completion of construction activities.
- Coordinates activities of locator and laborers to meet production schedule.
- Understands the construction process as it pertains to installation of fiber optic both underground and aerial.
- Ability to communicate effectively with both internal & external customers for job progress.
- May assist with on-site installation of both aerial & underground fiber optic cable.
- Responsible for reporting to assigned job site location on time, as directed.

EDUCATION & EXPERIENCE

- High School Graduate, holder of GED or equivalent studies/experiences
- 5+ years of experience in the utility/construction industry
- Valid CDL is preferred