

Installation Lead Hand

PRODUCTION LEADERSHIP

Our shop features a CWB certified welding cell, a CNC tooling cell, a sculpture cell, a coatings cell, a carpentry and millwork cell, architectural concrete cell and installation cell. Our shop has designated Lead Hands for each cell listed above as well as for safety, installation and quality. A Installation Lead Hand orchestrates all facets of installation of projects.

Installation Lead Hands will be directly responsible for managing installation cell, installation resource allocation, and training and cross training of existing employees. In addition, Installation Lead Hands will assist in regular performance reviews, and decisions that relate to discipline or reward.

The Installation Lead Hand will work closely with our Installation Manager, Production Foreman, Production Manager and Project Manager to manage our installation schedule and assist in forecasting our long-term people and equipment requirements.

QUALIFICATIONS/REQUIRED KNOWLEDGE & SKILLS

- Excellent time management skills with the ability to multitask
- Ability to allocate resources to specific tasks outlined in the installation schedule
- Tenacious in achieving installation schedule milestones
- Demonstrated ability to work both as part of a team and independently
- Tradesman – preferably commercial construction
- Solid knowledge of construction, steel fabrication, concrete, carpentry, custom manufacturing processes, and the ability to read drawings
- Detail-oriented
- Ability to work in a fast paced team environment
- Ready for a challenge - lead by example
- Confident decision maker
- Team player and safety oriented
- Standard personal tools required
- Valid safety certificates such as: Fall Arrest, WHMIS, First-Aid, Crane Operator Certificate, Forklift Operator Certificate recommended
- Valid driver's license & own vehicle

RESPONSIBILITIES

- Act as Installation Lead Hand for installation staff
- Assist in the preparation of the project schedule
- Monitor and maintain the project schedule on a daily / weekly basis
- Review the project plans, specifications and comment on the project design, scheduling, possible cost savings measures and potential construction problems

- Have confidence in own ability to intelligently communicate with Project Planners, Project Manager, design team, and client as well as effectively lead installation staff
- Understand trades scope of work and value of work - hold accountable to deadlines and milestones
- Inform the project management and Installation Manager of any errors, discrepancies or omissions contained within the project drawings, schedule, material and order of operation.
- Raise and discuss relevant issues at production meetings
- Coordinate and direct independent testing and inspections as required
- Coordinate the logistics and shipments of supplies, products, and tools
- Prepare and expedite project deficiency lists
- Maintain a neat and tidy site and appearance on site of trades and employees
- Maintain and enforce good construction standards and quality control
- Maintain control and responsibility for the security and operation of HEAVY's directly owned equipment and tools
- Ensure Safety Policy and Procedures are understood and met by all Heavy Employees and all sub-contractors on site.
- Maintain accurate daily Time Sheets
- Complete any paperwork/documentation as necessary

WORKING ENVIRONMENT

- Be able to thrive within a busy working environment to meet scheduled dates
- Requires the ability to exert physical effort and get your hands dirty
- Be able to handle large amounts of foreign particles flying around (wearing respirators)
- Be able to handle a large amount of noise, dust, odors, etc.
- Must ensure you are wearing appropriate PPE dictated by the work conditions (indoor and outdoor)
- Be punctual for shifts, flexibility to work overtime and weekends when required
- Travelling to installs for work both locally and abroad

REPORTS TO

- Installation Manager