



Westhills Aggregates LLP
 999 Westhills Drive,
 Penticton, British Columbia, V2A 0E8
 Phone: 250-492-2225

EMPLOYMENT OPPORTUNITY

Position Title	Foreman	Hours of Work	40+ Hours per Week
Department	Westhills Aggregates – Civil	Reports To	Superintendent
Status	Full-Time/Permanent	Wage	\$32 - \$37 per hour (Based on experience)
Location	999 Westhills Drive, Penticton, BC, V2A 0E8	Deadline	Open until filled

Established in 1992, Westhills Aggregates (Civil Division) is seeking a **Foreman**. Westhills has numerous local projects in construction, including road maintenance, site preparation, excavation, snow plowing/removal, water line and septic system installations to name a few.

Westhills Civil has a substantial amount of work ahead of it and require a skilled Foreman to join the team.

Job Summary:

The Foreman is responsible for supervising a team of skilled workers in the production and maintenance of civil construction projects. Reporting to the Manager & Superintendent of the Civil department, the Foreman will be responsible for all aspects of on-site operations, including, leading and supervising, planning and coordinating daily operations, ensuring safety and compliance, monitoring production and quality, maintaining equipment and machinery and maintaining clear communication with project leads, team members, and other stakeholders.

Key Responsibilities:

- Working from blueprints to layout and executing all types of excavations.
- Supervising the grading, bedding, and backfilling of all types of excavations.
- Proper assessment of material requirements.
- Conducting site checks prior to construction.
- Assist in the preparation of planning and scheduling crews and/or subcontractors as per the master schedule.
- Performance management of workers.
- Enforcing all safety requirements.
- Promote a healthy workforce.
- Develop and implement operational methods to reduce costs and improve operational efficiency.
- Coordinate tasks according to priorities and plans, as laid out by the Manager & Superintendent.
- Monitor the performance of employees and provide mentorship/guidance where appropriate. Liaise with the Manager & Site Superintendent to address serious issues or problems relating to employee discipline, or failure to adhere to policies, procedures and best practices.
- Assist in coordinating the performance of equipment maintenance by Westhills contract mechanics and service providers, based on the priorities provided by the Manager & Superintendent.
- Supervise, coordinate and assist in the documentation of worker training.
- Ensure manpower and resources are adequate, and work with the Project Manager & Superintendent.
- Monitor safety performance and mentor employees to ensure the safe performance of work, and adherence to company policies and procedures.
- Supervise the use of machinery and equipment of employees.
- Report to Superintendent daily.
- Other duties as required.



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Qualifications and Requirements: Minimum Academic/Educational Requirements

- Completion of Secondary School an asset, Trade Certificate or Continuing education.

Other Certification, Licenses, Designations and/or Training

- Valid Class 5 and reliable personal vehicle.

Specific Job Skills and Levels

- Proven experience as a supervisor in a construction environment, preferably civil construction.
- Ability to work safely with a wide variety of hand and power tools as well as materials.
- Ability to operate the required equipment in a safe and responsible manner.
- Have a positive attitude, good character.
- Knowledge of civil construction/underground utility construction is an asset.
- Strong physical stamina and the ability to perform demanding tasks in various weather conditions.
- Ability to follow instructions and work independently or as part of a team.
- Basic knowledge of construction site safety procedures.
- Relevant safety certifications (e.g., WHMIS, First Aid) are an asset.

Minimum Level of Experience

- 3+ years of Civil construction experience.
- 3+ years' experience working in a supervisory position.

Working Conditions

This position is intended to be a "working" position, with approximately 75% of the candidate's time dedicated to operational duties and 25% of the candidate's time devoted to administration, coordination and supervision.

- Physical ability to lift up to 50lb.
- Travel to the site, and off-site locations will be required.
- Safety equipment will be required, e.g. steel-toed safety boots, safety glasses/goggles, etc.
- Hazards associated with trade.
- Will be exposed to construction sites.
- Will work in all weather conditions.
- Overtime as required.

Westhills Aggregates offers a great team and respectful work environment. If you are qualified and looking for an exciting and rewarding career **respond with Resume to the attention of:**

Human Resources,

Email: Jonah@westhillsaggregates.ca.

The posting will be open until filled.

*Westhills Aggregates provides equal employment opportunities to all, regardless of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, political belief, creed, disability that does not prohibit performance of essential job functions or that cannot be accommodated, or conviction for which a pardon has been granted. However, where two or more applicants have comparable or equivalent skills and qualifications, preference shall be given, in the following order, to persons who are members of the Penticton Indian Band, to persons who are of the Okanagan Nation, to persons who are of Indigenous heritage, First Nation or Metis'. **We thank all those who apply; however, only those candidates selected for interview will be contacted.***