

Installation Site Supervisor



Classification: Hourly
Type of Position: Full-Time
Reports to: Assistant Project Manager
Date of Last Review: July 2025
Rate of Pay: \$26 - \$30

JOB DESCRIPTION

The Site Supervisor manages an assigned team consisting of a foreman and installation crew members, through the daily activities at the installation job site. This person is responsible for the safety of all GSS employees onsite, safe working conditions are adhered to and efficient completion of projects.

RESPONSIBILITIES

- Ensures a safe work environment, safety equipment and practices at the job site.
- Manages all onsite responsibilities and project time lines, escalating concerns to Assistant Project Manager when appropriate.
- Communicates professionally and timely with the Assistant Project Manager and customers.
- Reports job site tools and equipment concerns including rental and GSS owned items to the Assistant Project Manager.
- Collaborates with foreman and installation crew members to ensure quality control of job site cleanliness, appropriate behaviors and proper use of rental equipment.
- Relays any potential GSS product improvements to Assistant Project Manager.
- Assembles and installs all GSS and third party product installations.
- Follows building and safety standards and codes when installing SPECTO products.
- Verifies electrical installation and wiring meet GSS specifications, troubleshooting problems and concerns.
- Verifies proper calibration of GSS products and reports any concerns to Assistant Project Manager.
- Provides high quality photos and video footage as requested by Project Manager (pre-install, install, post-install, safety related, drone footage, etc.)
- Trains customers on proper use and maintenance of GSS supplied products.
- Performs other related duties as assigned.

COMPETENCIES

1. An Ideal Team Player: Humble, Hungry and Smart.
2. Excellent leadership, time management, analytical and problem solving skills.
3. Extensive knowledge of SPECTO equipment and installation.
4. Knowledge of electrical wiring and equipment.
5. Ability to read and interpret building plans and part drawings, manuals.
6. Ability to use hand and power tools.

SUPERVISORY RESPONSIBILITIES

This position has supervisory responsibilities over 2-8 crew members.

EDUCATION AND EXPERIENCE

- 4 years of construction related experience
- High school diploma or equivalent
- Completion of leadership training per department standards
- Successful completion of OSHA 30 within 90 days

WORK ENVIRONMENT/PHYSICAL REQUIREMENTS

- Must have enough manual dexterity and stability to work on climbing ladders and scissor lifts at great heights.
- Must be able to lift up to 55 pounds at times.
- Must be able to sit for long periods of time while traveling.

EXPECTED HOURS OF WORK

This is a full-time position, requiring a minimum of 40 hours per week with core business hours varying per job site specifications and location. Evening and weekend work are required as job duties demand.

TRAVEL

This is a traveling position with jobsites moving from state to state. Travel is kept to a 12 day maximum when feasible unless otherwise approved by management.

OTHER DUTIES

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

SIGNATURES

This job description has been approved by all levels of management:

Manager_____

HR_____

Employee signature below constitutes the employee's understanding of the requirements, essential functions and duties of the position.

Employee_____ Date_____