



FOREMAN JOB DESCRIPTION

Morrow-Meadows Corporation is accepting applications for a full-time Foreman in the Electrical Division. This position will require a hands-on individual who can meet the job duties listed below.

Responsibilities:

- Complete Daily Job Hazard Analysis (JHA) with crew
- Lead daily Stretch and Flex with crew
- Immediately notify Safety Team and direct supervisor of any accident or incident
- Enforce strict compliance with all MMC company policies
- Complete all required paperwork daily, weekly and monthly
- Lead the crew by example, in a professional manor at all times
- Maximum use of Pre-fab and packaging Departments to achieve goals set by Team
- Adhere/Maintain record drawings to MMC standards
- Daily input time via MMC time keeping system
- Order material via MMC material ordering system
- Establish realistic goals for each employee and monitor success using MMC minimum installation standards
- Must communicate well with crew, direct supervisor, Safety Department, project management, estimators, GC and other trades, Engineers and customer
- Understand the difference between Contract work and Change orders and follow MMC Change Work Field Work Order process
- Properly secure all tools, materials, fixtures, gear and wire that is stored onsite
- Enforce 8 for 8, regular attendance and strict adherence to start/lunch time compliance
- Maintain posted list of all required employee's CA state certification with expiration date

Requirements:

- Foreman Training Class, and must attend MMC Foreman Training class (at next available MMC class)
- Anti-harassment training
- OSHA – 30 or equal training
- First Aid/CPR
- CALCTP training (Lighting Foreman)
- NFPA70E (for supervisors and installers)
- CA State General Electrician License
- Resume of past completed projects, experience and documented training certifications
- 1-year experience on successfully completed projects preferred

Benefits:

- Union Benefits including outstanding retirement and health insurance plans
- A company bonus program that pays out to eligible employees based on company profitability, performance and longevity
- Truck and gas card contingent upon experience and knowledge
- Training and advancement to other positions
- iPhone, tablets and laptops depending on situation

Contact information:

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