



Assistant Superintendent

H+U Construction is a Minneapolis-based construction and consulting firm, founded in 1983. We offer professional Construction Management, General Contracting, Owner Representation, and Consulting services that provide our clients with a unique blend of real-world and technical expertise. H+U has consistently been ranked among the top Twin Cities area construction firms for more than a decade, and the organization prides itself on providing employees with a workplace that allows them to thrive both personally and professionally.

We are seeking an Assistant Superintendent to join our collaborative, client-focused team. This position is field-based at project sites across the Twin Cities metro area (and periodically Greater Minnesota) with regular coordination at our Edina and/or MSP Airport office locations as needed.

Minimum Qualifications:

- + Construction Management or related degree, or equivalent field experience.
- + Minimum 2+ years of construction industry and/or field experience.
- + A basic understanding of construction methodologies, including the ability to read and understand plans/specifications.
- + Excellent written and oral communication skills; strong analytical and problem-solving abilities.
- + Possess strong analytical abilities to visualize, articulate, and conceptualize complex problems and formulate a plan of action.
- + Proficiency with common construction software and solid organizational practices.
- + Ability to reflect H+U's core values of
 - H+U Delivers
 - H+U Innovates
 - H+U Is Positive
 - H+U is Humble + Helping
 - H+U is Impactful
 - H+U is Safe

Preferred Qualifications:

- + Scheduling experience with Microsoft Project
- + OSHA-30 and current First Aid/CPR Certification
- + Procore Certification
- + Public-sector Construction Management (Advisor and/or At-Risk) experience
- + On-site construction experience

Responsibilities:

- + Site Safety Leadership: Lead daily safety huddles and JHAs; conduct safety audits; ensure subcontractor compliance with H+U and owner requirements; participate in safety meetings and trainings.
- + Field Coordination & Logistics: Implement site logistics plans, phasing, temporary protections/utilities, and material laydown; coordinate deliveries and equipment; manage weather/winter conditions.

- + **Schedule Execution:** Assist Superintendent with short-interval planning and updates to the CPM schedule; sequence work to maintain milestones; communicate look-ahead tasks during coordination meetings.
- + **Quality Control:** Review plans/specs for constructability; verify layout and tolerances; oversee mockups and first-work inspections; document deficiencies and track corrective actions.
- + **Subcontractor Management:** Coordinate daily work activities, access, and inspections; track manpower and progress; escalate issues proactively to maintain safety, quality, and schedule.
- + **Documentation:** Maintain daily reports, photos, and field logs; draft RFIs for superintendent/PM review; review and route submittals/shop drawings for field implications; support quantity verification for pay apps.
- + **Meetings & Communication:** Prepare agendas/notes for OAC and trade coordination meetings as needed; support owner/consultant site walks; communicate clearly with clients and stakeholders.
- + **Compliance:** Support project goals related to workforce/subcontracting; assist with inspections, testing, and jurisdictional requirements (e.g., special inspections, life-safety, environmental controls).
- + **Closeout:** Lead pre-punch walks, manage punchlist completion, and assist with as-builts, O&M manuals, warranties, and training/turnover activities.
- + **Team Support:** Collaborate with Project Management; provide field insight for buyout, VE, and RFQ/RFP responses as requested; represent H+U at industry events and owner meetings.

Physical Requirements:

The physical requirements listed here are representative of those that must be met to perform the essential job functions (reasonable accommodations may be made). This role requires daily presence on active construction sites with exposure to dust, dirt, uneven surfaces, and seasonal weather. The employee must be able to walk/stand for extended periods; climb ladders, stairs, and scaffolding; navigate uneven terrain; lift a minimum of 50lbs; and wear required PPE. Periodic office work is also required (computer/desk tasks and meetings) which may involve sitting for extended periods of time while working at a computer terminal in an office setting.

Salary:

- + \$65,000+ commensurate with education, training, and experience.

To Apply:

If you would like to be considered for future employment, please complete the online application and submit your resume to: hr@hu-construction.com

Hoffmann + Uhlhorn Construction, Inc. will not discriminate against or harass any employee or applicant for employment because of race, color, creed, religion, national origin, sex, sexual orientation, disability, age, marital status, familial status, membership or activity in a local human rights commission, or status with regard to public assistance. We will take affirmative steps to ensure that all of our company's employment practices are free of discrimination. Such employment practices include, but are not limited to, the following: hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, selection, layoff, disciplinary action, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. We will provide reasonable accommodation to applicants and employees with disabilities whenever possible.