

URGENTLY REQUIRES: Finish Carpentry / Drywall Foreman

ACD is seeking a **Working Foreman** to effectively manage all job sites and a warehouse on a day-to-day basis. The successful applicant will have at least five (5) years previous foreman / supervisory experience and must possess:

- Excellent interpersonal and communication skills, both written and verbal
- Excellent organizational/time-management skills
- Strong analytical/decision-making skills
- Proven ability to plan and delegate effectively
- Demonstrated ability to maintain inventory controls
- Adaptable, flexible and accepting of diversity
- Business, math and accounting skills
- Basic knowledge of OSHA workplace safety rules and regulations
- Prior experience working with sub-contractors and tradesmen
- Valid Bermuda Intermediate and / or Heavy Truck license would be an asset

You must be able to:

- Read and understand blueprints and other specifications for all projects
- Layout reference lines and points, compute and mark positions for framing and furring
- Determine method of installation, work procedures, material and tool requirements and be able to schedule, outfit and motivate working crews
- Produce high quality work in a time-efficient manner meeting all deadlines
- Supervise all site components and phases, including sub-contractors
- Manage warehouse with accurate inventory and tool control
- Estimate manpower requirements and determine sequence of operations
- Provide quality hands-on installation and finish work including carpentry, drywall partitions, acoustical tile ceilings and associated works
- Complete daily progress reports, time-keeping and variance reports
- Ensure adherence to Occupational Health and Safety Act, local health and safety codes and company safety/security policies and procedures

Atlantic Ceilings & Drywall Ltd. believes in a drug-free workplace and all employees may be subject to random drug testing. Due to the secure nature of some of our projects, employees may be required to provide a Bermuda Police Clearance Certificate.

Please apply in writing, including resume, copies of any trade certifications and references to:

Atlantic Ceilings & Drywall Ltd.
P.O. Box HM 2505, Hamilton HMGX
or via email to info@atlanticceilings.com