

**Hill's Electric, LLC**  
**2545 Lawrenceburg Road**  
**Frankfort, Kentucky 40601**  
**Office: [\(502\)352-6072](tel:5023526072) Fax: [\(502\)352-2736](tel:5023522736)**  
**[www.hillselectric.net](http://www.hillselectric.net)**

**Position: Field Superintendent**

**5 years minimum electrical/ construction experience required.**

Working hours as required for successful completion of projects. Based out of Frankfort office, but will travel. Saturdays and overtime is a must and salary will be based on experience. An electrical license is not required, however, is a plus.

**Job Responsibilities:**

- Visit jobsites daily to report to project manager of status of project.
- Assist in communicating between project manager and foreman.
- Attend meetings and milestone inspections on projects to insure things are completed correctly.
- Submit and review of submittals.
- Assist project manager in day to day duties.
- Provide sales support in project estimating/quoting new work.
- Manage project scope and changes while assisting with quoting change orders and repairs outside of project scope of work.
- Maintain customer satisfaction and develop relationships with the goal to expand/grow customer base and future potential work
- Report progress on a weekly and monthly basis of job status
- Mentor and develop internal employees to improve field installation practices and abilities
- Manage and direct assigned employees within the department
- Maintain personal appearance and company vehicle as a reflection of professionalism
- Maintain a professional positive attitude and represent the company in the professional positive manner
- Work creatively and analytically in a problem-solving environment demonstrating teamwork, innovation and excellence
- Delegate tasks and responsibilities to appropriate personnel
- Other duties as needed to help establish and grow the company within the industry.

**Employee benefits and other particulars:**

Choices exist for employees and their dependents in medical insurance and 401K. We offer paid vacation and company holidays. A company truck and gas card will be provided. A company laptop and

tools will be provided as required. All requests for time off must be approved in advance by your direct report or another member of management.