



Asphalt Plant and Yard Supervisor

Pave-Al Limited

Reports To: Construction & QC Manager / Vice President

Starts On: As soon as possible

Summary: We are looking to employ an experienced Plant Supervisor to oversee our asphalt plant and yard operations. The responsibilities of the Asphalt Plant & Yard Supervisor include ensuring that operation costs remain within budget and investigating work-related incidents as well as the organization and coordination of the day-to-day operations at the asphalt plant and within the yard. You should also be able to manage project materials and resources, as well as oversee the use of equipment and tools.

To be successful as an Asphalt Plant & Yard Supervisor, you should be able to correctly interpret asphalt mix designs, asphalt end result reports and granular gradation reports. Ultimately, an Asphalt Plant and Yard Supervisor should demonstrate excellent management, scheduling and problem-solving skills as well as enforce compliance with safety regulations.

Responsibilities:

- Organize, coordinate, and supervise the operators, laborer's and subcontractors which pertain to the plant and yard operations.
- Determine work priorities as well as coordinate internal project obligations and manage customer requirements
- Schedule day, night and weekend operations as required while maintaining an operational budget
- Coordinate and rectify any problems that may affect asphalt or granular quality in conjunction with the Quality Control department
- Maintain overall inventory control of all materials and equipment assigned to the asphalt plant and yard.
- Overall operation and maintenance of the asphalt plant and yard
- Ability to perform, delegate and coordinate general plant maintenance as well as diagnose and complete minor plant repairs with the ability to arrange for major plant repairs as required.
- Maintaining accurate records of the number of hours worked and the amount of materials used on a daily basis
- Daily exposure to asphalt plant and yard operations, nights and weekends as needed.
- Participating in our Health & Safety Program
- Ensure Job Hazard Analysis are reviewed
- Perform inspections to ensure that the plant and yard meet or exceed the company expectations
- Coordinate with suppliers to ensure timely delivery
- Coordinate with subcontractors to ensure scheduling requirements are met
- Other duties as assigned



Requirements:

- Class G or DZ driver's license
- Mechanically inclined
- 5+ years experience in an asphalt plant setting and proven supervisor experience in that setting.
- High school diploma or grade 12 equivalent
- College diploma an asset
- Ability to analyze situations and quickly make prompt and sound decisions.
- Ability to build and manage a highly functional team
- Leadership skills; ability to supervise, assist and train a team and delegate tasks effectively
- Willingness to learn and appreciate Pave-AI Values
- Flexibility and organizational skills; multitask and manage time in a fast-paced environment with rapidly shifting priorities
- Problem solving and decision making skills
- Effective communication skills (both written and verbal) to accurately document and review daily activities, reports, and present tailgate talks etc.
- Willingness to work day, night and weekend shifts as needed
- Knowledge of Microsoft Office Software (ex. Word, Excel, Project)
- The ability to interpret blueprints, drawings, and plans
- Organizational and time management skills
- Reliable and punctual
- Excellent management and leadership skills
- Great verbal and written communication skills.

Interested applicants are requested to forward resume to careers@paveal.com

Unsolicited resumes from staffing firms will not be accepted. We will contact candidates selected for an interview.
Accommodations are available upon request.