



JOB TITLE: FOREMAN - CIVILS AND ROADS

ROLES AND RESPONSIBILITY	DAILY ACTIVITIES
<p>Foreman is a first-line supervisory position. A Foreman has extensive knowledge of the trade and the work involved, along with an ability to resolve problems with appropriate and timely decisions. A Foreman reports directly to a General Foreman or Site Agent.</p> <p>Among a Foreman’s responsibilities are:</p> <ul style="list-style-type: none"> • scheduling of work -accountable for following project plans and schedules and ensuring the construction team’s daily and weekly activities meet production goals related to civil or road construction; • co-ordination of resources – plant, people, materials, equipment; • facilitate a safe work culture and is accountable for the safety of the construction team and must understand the legal liability of the role; ensuring the construction team apply the standards for safe working conditions and are fit for work each day; • is accountable for ensuring that the completed work meets standards and for recommending work processes that will improve productivity and product quality; • administration - is accountable for the preparation of reports as required by the employer; and • management liaison and client interface. 	<p>A Foreman must ensure the following:</p> <ul style="list-style-type: none"> • that the structure or road to be constructed are correctly build according to specifications; • that he/she has a full understanding of the drawings and specifications he/she receives and to plan the construction layout accordingly; • Conduct all measurements and sizes before the construction team can commence with the work. • Communicate the planned works to the teams under his / her control. • Record completed works to check if net targets. • Pro-actively solve problem that impact on the works. 
QUALIFICATION PRE-REQUISITE	CAREER DEVELOPMENT
<p>You need a Grade 12 minimum or you should have acquired the language competencies of NQF level 3 and mathematical literacy competencies of NQF Level 3 prior to embarking on learning towards this Qualification.</p> <p>A Foreman must have a technical qualification; Good written and verbal communication skills; negotiation skills; knowledge of Civil Engineering construction processes, plant and equipment, production control, safety, material control, sub-contractors, and read & interpret drawings & programs and be willing to travel locally as well as internationally.</p>	<p>General Foreman or Site Agent in the following disciplines:</p> <ul style="list-style-type: none"> • Road construction • Structures • Drainage and Services • Earthworks • Geotechnical • Building

<p>PERSONAL REQUIREMENTS</p> <p>The following skills are required:</p> <ul style="list-style-type: none"> • leading a team; • work independently, make and implement decisions; • Planning • Good communication skills; • Effective and efficient use and management of resources 		<p>CHALLENGES</p> <p>I come across many challenges on a daily basis. Such as steel not bent according to specifications or drawings that have been changed. When this happens we have to devise another plan around the obstacle.</p>
<p>JOB SATISFACTION</p> <p>There are new challenges everyday. You are never bored and you learn new methods and ways of reasoning and working everyday - you never stop learning.</p>	<p>ADVICE FOR JOB SEEKERS</p> <p>It is very challenging yet satisfying career choice. My recommendation will be to learn how to work with people and obtain as much experience as possible. Never allow people to tell you that you cannot do the work. Always give it your best and enjoy it. Don't work because you have to work because you want to and enjoy it.</p>	
	<p>WORKING ENVIRONMENT</p> <p>The working environment is varied between:</p> <ul style="list-style-type: none"> • Indoors and outdoors • Open and closed spaces • Town / urban • Quiet / noisy 	
<p>EDUCATION AND TRAINING</p> <ul style="list-style-type: none"> • Further Education and Training Colleges Nationally • CETA Accredited Providers - NQF Level 4; National Certificate in Construction Supervision 	<p>LENGTH OF STUDY</p> <ul style="list-style-type: none"> • 3 Years at FET College - Further Education and Training Certificate (Vocational) NQF Level 4 • 18 Months minimum through a NQF 4 Learnership • 5 + years construction experience in a specific discipline i.e. roads, structures, geotechnical etc. 	