

SUPERINTENDENT COMMANDMENTS

- Study the drawings for 30 minutes every day
- Review the schedule daily and send out assignments to prepare work
- Take a reflection walk daily and send out assignments
- Keep the schedule on your person when in the field. Update schedule notes as you walk the project
- Visualize the plan daily in your mind
- Communicate critical components of the plan daily to everyone
- Always keep your tape measure on you
- Ask questions as a form of habit. You will know everything you need to know doing this
- Be transparent about everything. Copy on emails, communicate, and tell the truth
- Reach out for help from other builders and network to be more effective
- Learn monthly from books, trainings, events, and visiting other projects
- Remove roadblocks as your top priority and keep work moving forward
- Ensure manpower, materials, and needed permissions are ready for work
- Start every day making sure the project is safe
- Always keep workers in a steady pace, and the project 100% clean
- Project environment is set up and maintained in way that prioritizes the needs of the workers
- Start your day by prioritizing your task list. If you don't have a task list, create one
- Return all emails, texts, phone calls. Show people that you respect their time
- Place attention on safety, housekeeping, project flow & energy during all site walks
- Give and receive daily positive communication with your project manager and work with them as your equal accountability partner