

# Asphalt Paving Foreman

## Job Description:

- The asphalt paving foreman oversees the laying of asphalt during a construction project. In this role, you meet with the project manager to understand the scope of the project and determine what supplies and staff you need.

## Job Duties & Responsibilities:

- Ability to plan, supervise and delegate work
- Instruct, train, and monitor subordinates in the performance of their duties and in the proper use of equipment
- Recommend additional training for subordinates when appropriate
- Direct asphalt work, milling work, and trucking to create a smooth efficient workplace
- Work with project engineers, technicians and surveyors to implement construction plans
- Enforce work regulations, respond to grievances, and make recommendations for or impose discipline as necessary
- Estimate time and resource requirements for projects
- Maintain records of equipment, supplies, and labor hours using provided software
- Coordinate ordering of equipment and materials
- Oversee, recommend, and implement safety policies and procedures
- Basic knowledge of computers
- Strong verbal and written communications

## Tasks Essential to Job Function:

- The Asphalt Paving Foreman directs and manages all on-site construction workers and equipment, enforcing the company's direction, policies, procedures and safety standards, while meeting construction deadlines.

## Working Environment:

- Outside work with exposure to noise, dirt, fumes, and all-weather conditions.
- The paving construction foreman may be required to work nights and/or weekend shifts.

## Required Personal Protective Equipment (PPE):

Will be required to properly wear personal protective equipment (PPE) including but not limited to:

- hard hat

- safety vest
- ear plugs
- work gloves
- steel toe boots

**Minimum Qualifications & Training:**

- High school diploma or equivalent
- 5 years' experience in asphalt street, highway construction and paving
- LICENSES/CERTIFICATIONS:  
Valid driver's license; MnDOT Traffic Control; MnDOT Nuclear Density Gauge Training; Bituminous Street 1 & 2 (Certifications must have been obtained within 24 months of hire)
- Commercial driver's license (CDL), desirable

**Work authorization:** United States (required)