



Job Title:	Assistant Rigging Supervisor	Location:	Portsmouth, VA
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Reports to:	Rigging Supervisor	FLSA Status:	Hourly Non-exempt
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Company Overview:

W. O. Grubb is the leading provider of crane rental and steel erection services in the Mid-Atlantic United States. W.O. Grubb was founded in the 1960's with a basic concept, which was to provide high quality steel erection services, equipment, manpower and superior responsiveness to our customers. Grubb is one of the largest family owned and operated crane rental companies in the nation. Multiple locations serve Virginia, Maryland and surrounding states with crane rentals and service.

Description Summary:

Assist supervisor with sales, estimating, job planning, and scheduling. The Assistant Rigging Supervisor is responsible for leading and working with crews engaged in the lifting and moving of materials, and machines, while utilizing power operated equipment such as hoists, winches, cranes, etc. The Rigging Supervisor typically works under direct supervision, expected to work long hours, and subject to working weekends and holidays.

Responsibilities:

- Supervises and coordinates activities of workers engaged in all rigging and lifting activities, to ensure compliance with safety procedures and method statements. Familiar with heavy lift plans and procedures;
- Determines the proper method of lifting equipment for each assigned project;
- Assists with the set-up of lift equipment;
- Conducts basic handling of heavy lift objects by connecting appropriate rigging gear from the object to the lift equipment and ensuring the proper use of each equipment method;
- Directs crane operators to move equipment to and from work areas;
- Ability to optimize resources (manpower, equipment and materials) to ensure efficient and timely completion of the project;
- Ensures that work crews are properly supplied with tools, equipment and materials. Prevents the misuse of equipment, materials and tools;
- Ability to read, interpret and follow procedures. Competent in reading and understanding specifications, drawings, and all other discipline related project and engineering documentation. Keeps records of all work completed and completion of "Action Lists";
- Specifies locations for movement of machinery using knowledge of various methods of sliding and lifting equipment;
- Familiar with and enforces strict compliance with all Safety procedures, including all Company rules and regulations;
- Performs other duties as assigned.

Knowledge, Skills, and Experience

Essential:

- Must have 5+ years of crane rigging, heavy lifting, and machinery moving experience;
- Must be proficient with basic computer skills;
- Must be proficient with Microsoft Word and Excel;
- Must have proficient oral and written communication skills;
- Possess a minimum of a high school diploma or equivalent;
- Must be able to pass a drug test, background check, and fit for duty test.

Desired:

- Prefer candidates with at least an Associate's degree and 1-3 years of experience as Supervisor or Lead position;
- NCCO Rigger / Signalman certified or qualified Rigger / Signalman;
- Safety training and certification preferred.

Physical Demands:

The Americans with Disabilities Act (ADA) requires employers to identify essential functions of a role. As a result, the following table was created. Please note: This checklist should not be considered all-inclusive.

Function	Essential Function		Frequency		
	Yes	No	Occasional (1-33% of the time)	Regular (34-66% of the time)	Constant (67-100% of the time)
Balancing	X		X		
Bending	X				X
Carrying	X		X		
Climbing	X			X	
Crawling	X		X		
Driving	X			X	
Filing	X		X		
Fingering	X				X
Hand/Eye coordination	X		X		
Hearing	X				X
Kneeling	X				X
Lifting bulky items	X		X		
Lifting from arm level	X		X		
Lifting from floor level	X		X		
Lifting objects 10-24 lbs.	X		X		
Lifting objects 25-49 lbs.	X		X		
Lifting objects > 50 lbs.	X		X		
Pulling	X		X		
Pushing	X		X		
Reaching above shoulders	X			X	
Reaching below shoulders	X			X	
Reading - English	X				X
Sitting	X		X		
Speaking - English	X				X
Standing	X				X
Stooping	X		X		
Twisting/Turning	X				X
Typing/Word processing	X		X		
Vision – Color ID	X		X		
Vision – Depth perception	X		X		

Function	Essential Function		Frequency		
	Yes	No	Occasional (1-33% of the time)	Regular (34-66% of the time)	Constant (67-100% of the time)
Vision - Near	X			X	
Walking	X			X	
Writing - English	X			X	

- Approximately 10% of time spent in usual office conditions;
- Approximately 90% of time spent in external conditions which may include temperature variance, elevated noise levels, dust and fumes;
- Travel is required.

Reasonable accommodations will be made to enable individuals with disabilities to perform the tasks.

Work Environment:

The employee may be required to wear appropriate PPE equipment. The employee could occasionally be exposed to extreme temperatures, fumes, or airborne particles. The noise level in the workplace is moderate.

How to Apply:

If you have the desire and feel you are ready to work in a high-performance, fast-paced environment, please visit our website at www.wogrubb.com, and submit your resume and profile online.

W.O. Grubb Steel Erection is proud to be an Equal Opportunity Employer