

KATHY STODDART

Nottawa, ON

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SITE SUPERVISOR

A dependable Site Supervisor, Health and Safety Officer, and Manager with extensive experience in the residential construction industry. Proven ability to lead and motivate teams to meet tight deadlines and high-quality standards, while ensuring strict compliance with health and safety regulations. Highly respected by colleagues and recognized for building strong relationships with suppliers, trades, and homeowners. Thrives in fast-paced, team-oriented environments with a demonstrated ability to perform effectively under pressure.

Scheduling
Interpret Blueprints
Project Timelines

Budget Management
Quality Assurance
Supplier Management

Team Player
Health and Safety Officer
Trade Accountability

PROFESSIONAL EXPERIENCE

GEORGIAN COMMUNITIES | Barrie, ON

2015 - 2024

SITE SUPERINTENDENT

2020 - 2024

Led and managed the onsite construction team of 150+ personnel and trades. Coordinated and oversaw all work on site. Closed 72 homes per year with an average price of \$1.1M.

- Managed all project timelines, prepared reports, attended production meetings, and oversaw scheduling of activities and trades to meet requirements.
- Reviewed and modified the budget as required for materials and labour to meet targets.
- Ensured quality work standards were met to minimize PDI items.
- Placed materials, equipment and supply orders and ensured timely receipt to keep project on track.
- Coordinated utilities installation and building inspections throughout the construction process.
- Monitored and ensured onsite safety compliance, cleanliness, and orderliness in accordance with OHSA.
- Liaised with Ministry of Labour for on site inspections.
- Booked required building inspections.
- Worked with homeowners directly to address their concerns.
- Maintained records for daily and weekly site, equipment, and vehicle inspection checks.
- Initiated damage reports to track required repairs.
- Performed initial and final grade inspections.
- Approved employee time sheets.
- Hired and managed employees, provided recommendations for personnel actions, and conducted annual performance evaluations.
- Oversaw the Finishing Supervisor and the trades to ensure corporate standards are met.

FINISHING SITE SUPERINTENDENT

2016 - 2020

Oversaw multiple trades to achieve high construction standards, consistently achieving less than five issues per house.

HEALTH AND SAFETY OFFICER

2015 - 2016

- Conducted site specific safety orientations.
- Performed project specific inspection complete with documentation.
- Reported safety infractions to front line supervisors.
- Monitored the implementation of corrective measures.
- Completed documentation of safety and environmental incidents for MOL and WSIB.

- Attended Joint Health and Safety Meetings and took minutes.
- Monitored and enforced PPE compliance with site employees.
- Performed HSE work site inspection.
- Worked on-site Pre-Job Safety Instruction Program.
- Conducted all Worker/Sub-Trade On-Site HSE Orientations.
- Completed job hazard analyses.
- Conducted and documented project health, safety, and environment inspections and submitted to the project management team, Metro-Can and IDL Management.
- Advised project superintendent and district HSE manager of the occurrence of any significant health, safety, or environment incidents promptly.
- Assisted project team in investigation/ documentation of incidents.
- Monitored sub-trade safety performance (sub-trade safe work practices and job hazard analysis).
- Provided information to project staff on applicable health, safety and environment legislation requirements
- Enforced H&S Policies and zero tolerance for non- compliances.
- Presentations on safety awareness/toolbox topics.

K. STODDART & ASSOCIATES | Nottawa, ON
2012 - Present
CONSTRUCTION HEALTH & SAFETY CONSULTING

Provide Safety Consulting for multiple construction projects in Collingwood, Innisfil, Lindsay, Streetsville, Horseshoe Valley, and Brampton

- Consulting work includes all aspects of health and safety including but not limited to creating of safety policies; inspections; audits; site specific/new hire orientations; WHMIS training; incident/injury reports; WSIB documentations etc.
- Act as liaison for Ministry of Labour Inspectors during site inspections.

METRO-CAN PROJECTS INC. | Richmond Hill, ON
2019 - 2021
HEALTH AND SAFETY COORDINATOR
EARTH TO SKY CONTRACTING LTD | Collingwood, ON
2009 - 2011
HEALTH AND SAFETY OFFICER
HONDA OF CANADA MANUFACTURING | Alliston, ON
1990 - 2009
TEAM LEADER

Oversaw a team of 35 employees in the Final Assembly department.

EDUCATION AND PROFESSIONAL DEVELOPMENT

IHSA – Certified Construction Health and Safety Officer

WSIB – JHSC Certified Member

WHMIS

Emergency First Aid and CPR C “Basic Rescuer”

Construction Workplace Safety Training - Propane

Computer Training Diploma, Georgian College

High School Diploma, Orangeville High School