

November 13, 2018

**JOB TITLE**

Construction Manager

**REPORTS TO**

Vice President of Construction

**COMPANY**

Chard Development is an urban real estate development firm based in Vancouver, B.C. An award-winning company, we specialize in urban, mid-sized condominium and commercial projects in Metro Vancouver and Greater Victoria. Located in downtown Vancouver, the Company is constantly growing with approximately 10 projects in development or construction at any given time. By the end of 2018, Chard will have completed over 1.3 million square feet of its own signature developments.

**SUMMARY**

Chard is looking for a Construction Manager to join our growing team. This entrepreneurial and growth-oriented individual will be responsible for managing multiple residential, mixed-use and/or commercial projects and must have a strong work ethic. The ideal applicant has a background within the construction development, engineering or architectural industries with direct construction-management experience a major asset.

The Construction Manager will report directly to the Vice President of Construction and will liaise closely with the Vice President of Project Design, Vice President of Marketing, and Vice President of Operations to ensure that company's development goals, objectives and policies are met. This role will be based in Chard's downtown Vancouver office and may require travel.

New and existing developments require an industry professional to take on the role of Construction Manager and owner's rep to consistently deliver quality. This position will focus on managing the contractors and the consultant team; keeping the project on budget and on schedule whilst communicating the project status to the Chard Team.

**CONSTRUCTION MANAGER DUTIES**

- The Construction Manager will assist in the development of the project scope and budget, prepare development schedules and in the selection of the core project consultant team and various additional specialty consultants.
- Assist in executing the necessary consultant contracts, prepare the main construction contract and prepare and execute various purchase orders.
- Assist in developing the project design and managing the activities and performance of the consultants and oversee, manage and direct the construction project.

- Assist in the establishment of the design budget and schedule and have responsibility for design and construction budgets, schedule, risk analysis and financial performance.
- Planning, coordinating and scheduling the design and construction process and liaising with the marketing, sales, leasing and tenant co-ordination team as necessary
- Provide value engineering opportunities in early design stages of a project.
- Work with the Chard team and Development Managers to provide preliminary cost estimates of a project in the design phase.
- Upholding strict adherence to Chard design and quality directives and industry accepted best practices.
- Ensuring that all necessary project approvals from 3rd party agencies have been identified and secured.
- Inspecting work progress and quality on a regular basis to ensure standards and codes are strictly adhered to, including involving Chard team members where applicable.
- Preparing, delivering and commenting on project reports as required.
- Preparing and maintaining design and construction related project control documents.
- Liaising with site supervisors, contractors, and other professionals to resolve difficulties as they arise.
- Ensuring company policies and procedures are followed consistently.

## **QUALIFICATIONS**

- To be considered for this role you will have Construction Industry related qualifications or strong experience in the industry, specifically with a focus on high rise concrete residential projects, with experience with multi-family residential close outs and occupancies.
- In addition to design and construction, you should have experience acting as an owner's rep and be someone who is comfortable working with a multitude of stakeholders including municipalities, consultants, and neighbours. Additionally, you will require strong project management skills and exceptional communication skills.
- Specifically, you will have:
  - o A construction related degree/diploma and minimum ten years of construction experience or an equivalent combination of technical training and experience.
  - o Experience and accountability through all stages of a project from design, through development, completion and warranty.
  - o Comfortable jumping into projects that are part way through completion and moving them forward.
  - o Have completed projects between \$20-\$150M and are comfortable supporting multiple projects at one time.
  - o Detailed knowledge of construction materials and labour costs.
  - o Ability to fully understand construction drawings and specifications.
  - o The ability to solve complex design and construction related conflicts and contribute with the development process.
  - o High levels of internal motivation with a proven ability to self-start, delivering high quality results on time and on budget.

- Strong interpersonal, listening, and questioning skills coupled with a high level of professionalism.
- A preference for working as part of a team coupled with a winning customer service attitude with both internal and external stakeholders.

Char Development offers competitive wages and benefits, including extended health, vision and dental. If you meet the requirements and are interested, please submit your resume and cover letter to [careers@chardevelopment.com](mailto:careers@chardevelopment.com). We thank all applicants who apply, but only those who are qualified may be contacted.