



Westbow is a rapidly growing construction company headquartered in Chilliwack with expanding operations across Western Canada with over 200 home sales in 2017. We are built upon a strong set of principles:

*Everyone is valued, hard work is rewarded and we enjoy the time we spend together.*

## Chief Operating Officer - Job brief

We are looking for an experienced **Chief Operating Officer (COO)** to oversee our organization's ongoing operations and procedures. You will lead the construction arm of the Westbow Group and ensure the company runs at peak efficiency.

The primary goal of the **COO** position is to ensure functionality of the company in order to drive sustainable growth. As a key member of the senior management team you will report directly to the Chief Executive Officer (CEO). You will maintain control of various business operations to ensure projects are completed on time and on budget.

Our core values, and fun-loving company culture are of utmost importance - we want a team member who reflects and demonstrates these values:

- *Build lasting value*
- *Work hard, work smart*
- *We do what we say*
- *Be innovative*
- *Have fun*

If you are able to effectively communicate, have excellent people skills, strong business acumen and an exemplary work ethic, we'd like to meet you.

## Responsibilities

- Design and implement business strategies, plans and procedures
- Set comprehensive goals for performance and growth
- Reinforce policies that promote company culture and vision
- Oversee daily operations of the company and the work of executives
- Collaborate with Infrastructure, Design, Marketing, Sales and Finance departments
- Lead employees to encourage maximum performance and dedication
- Evaluate performance by analyzing and interpreting data and metrics
- Participate in expansion activities (investments, acquisitions, corporate alliances etc.)
- Manage relationships with partners/vendors

## Requirements

- Proven experience in high level management or relevant role
- Outstanding organizational and leadership abilities
- Excellent interpersonal and communication skills
- Aptitude in decision-making and problem-solving
- Understanding of business functions such as HR, Finance, marketing etc.
- Demonstrable competency in strategic planning and business development
- Experience in residential construction will be a plus
- Working knowledge of data analysis and performance/operation metrics
- Working knowledge of IT/Business infrastructure and MS Office

If you want to learn more about our fun-loving culture and core values, please check out our YouTube channel <https://www.youtube.com/watch?v=WqhXNFM6Qp4&t=7s>

Interested candidates please send resume and cover letter to [info@westbow.ca](mailto:info@westbow.ca)