**Our mission: Build the best homes, with the best people, for the best people.**

**Project Manager**

As a Project Manager, you will play a key role in the company’s mission. You will be part of an ambitious, hard-working and forward-thinking team. You will play a supporting role for an established and award-winning construction and renovation business in South Delta. This position requires that you have a full understanding of residential construction and are able to lead a small crew. This position may require occasional on-site tool work. The ability to lead and train apprentices is an asset. If you are able to adapt to different ways of learning, have an open mind, enjoy developing yourself personally and get satisfaction out of teaching others, you will love working here.

**Responsibilities**:

* You will be main point of contact between for clients whose projects you are assigned to
* You will be responsible for producing a high-quality job, in a respectful and professional manner
* You will interact daily with homeowners and other tradesmen
* You will support positive employee relations and company culture
* You will need to get yourself to and from the jobsite on time with your own transportation
* You will set goals for yourself, your crew and subtrades
* You will be expected to stay one step ahead and always ask questions when unsure of something

**Production and tasks will include:**

* Manage each assigned job during preplanning, project execution, monitoring and closing phases
* Work closely with design teams, engineers, homeowners through pre-construction development phases
* Assist in planning of projects to help ensure accuracy
* Estimating of assigned projects including material take-offs and procurement
* Subcontractor and supplier negotiation
* Awarding and scheduling of sub-contractors
* Monitoring of project budgets and schedules
* Leading meetings with clients and sub-contractors to ensure a high level of communication
* Updating of checklists, CO’s, project documents and photos to company CRM system
* Leading production in a safe planned manner
* Ensuring proper site preparation and documentation is completed
* Reading construction plans and visualizing a final product
* Updates of basic administrative tasks
* Assisting in documenting/writing new procedures
* Keeping a clean and organized worksite
* On site work may include: Job-site layout and setting of elevations/services/grades, basic demolition and labour, minor residential framing, concrete forming, Installation of windows and doors, finishing carpentry

**Qualifications**:

* 5+ years of home building and renovation experience as well as the confidence to lead and complete large scale projects from start to finish
* Have thorough understanding of residential building and construction best practices
* Be goal oriented and be self-motivated and organized
* Be interested in playing a supporting role of company culture
* You must have an interest in sustainability and have an understanding of building science applications
* You must be reliable
* Have grit, determination and take pride in what you do
* Be passionate about the construction industry and want to continue to learn and develop your skillset
* Be available to work full time hours and occasional Saturdays
* Have a valid BC driver’s license. The ability to tow a tool trailer is an asset
* You must have basic computer skills and be familiar with Excel, Word, Google Drive, Zoom. Experience with CRM software such as Buildertrend, CoConstruct, Procore is an asset

**Perks**:

* You will receive training to help further your career
* You will receive medical, dental and health benefits
* You will be further developing your skills in construction best practices, leadership, time management, goal setting and customer service through further education
* You will work mostly inside during the winter months
* You will work with an incredible group of like-minded peers
* You will be rewarded with the opportunity to move up with in the company
* The ability to work partly from home

If you are the right candidate we would like you to join our successful construction company based in South Delta led by a team of friendly, professional and experienced tradesmen.We are undergoing growth and seek to enhance our talented team with a Project Manager with 5+ years of renovation experience.

Your search for a great job ends here!