

## **Job Title: Senior Project Manager**

## **Location: Waterloo Region**

## **Job Type: Full Time**

VanDel Construction Limited has been Building a Better Way since 1974 as one of South Western Ontario's premier constructor of Institutional, Commercial, Industrial (ICI) Senior Living/Retirement, Hotel and Residential High/Mid Rise projects.

The dedication and commitment of our employees continue to be the foundation of our growing business resulting in a solid reputation for superior quality and long-lasting customer relationships. In the era of an ever-changing workplace we are proud to boast some of our first employees are still employed today!

### **The Role**

Our extended VanDel team is seeking an experienced Project Manager for new-building mid-rise construction. The candidate will provide overall construction management, ensuring the project is constructed as per the design, budget, quality and schedule in conjunction with Owners, Consultants and Sub Contractors.

### **Other Responsibilities Include:**

- Develops the Project Execution Plan along with the VanDel Project Team.
- Manages project performance, schedule, and resources.
- Provides performance status reports for safety, cost forecast, and schedule.
- Performs detailed project cost review.
- Performs risk, opportunity management, and forecasting.
- Prepares and/or verifies progress payments to clients and subcontractors, and monitors progress.
- Understands client expectations and contract.
- Interfaces with the project team, client representative, consultants, and trade contractors.
- Sets up project reporting procedures.
- Negotiates and issues subcontracts, revisions, and major purchase orders, and monitors their progress and schedule.
- Understands and enforces the contract/contract documents and resolves disputes.
- Participates or leads claims/dispute negotiations with owner and trade contractors.
- Manages all change orders, including negotiating, processing, and assessing cost and schedule impact.

- Participates in overall project closeout, including document archival, maintenance and warranty manuals, deficiencies, and warranty work.
- Other duties as required.

Qualifications:

- Postsecondary education or training in Engineering, Construction related degree/diploma and/or apprenticeship in related trades.
- 5-8 years of construction related experience ideally in the mid-rise market.
- In-depth knowledge of the construction industry, specifically construction specifications, building materials, methods and procedures.
- Working knowledge of Microsoft Office software, including Excel, Word and Project.
- Familiarity with ProCore Construction Software is an asset.
- Ability to lead and assess trade performance on the job.
- Ability to apply basic engineering principles to construction challenges.
- Ability to schedule, monitor and forecast resources for optimum efficiency.
- Ability to manage others and many facets of the construction project and assume overall responsibility.
- Ability to manage project budgets and create and schedule a project.
- Knowledge of and experience with accounting principles and processes.
- Knowledge of cost and change management.
- Knowledge of construction law and building codes.
- Ability to create and manage the document control process for a project.
- Ability to write and administer simple subcontracts and purchase orders.
- Strong planning, organizational, and time management skills.
- Ability to establish and maintain effective relationships with key stakeholders and decision makers.
- Ability to collaborate with consultants and engineers on projects.
- Effective verbal, written, and interpersonal communication skills.
- Demonstrates strong problem-solving and decision-making skills.
- Demonstrated flexibility and ability to work in a fast-paced environment.

We offer all the bells and whistles including a competitive salary, Vehicle Allowance, Matching RRSP program, extensive health benefits for you and your family all in a safe, fun, family work environment.

*Van-Del is an equal opportunity employer.*

Please submit Cover Letter and CV directly to [Michael@vandel.ca](mailto:Michael@vandel.ca)