



Project Accountant

Location: Winnipeg, MB

Date Posted: October 31, 2018

Bird Construction is one of Canada's leading General Contractors and is recognized for its strong commitment to the growth and prosperity of both our clients and our people. Bird Construction was founded as a small partnership in Moose Jaw, Saskatchewan in 1920. Today, we are a highly respected company, operating across Canada. We are seeking a Project Accountant to join our team in Winnipeg.

As a member of the Bird Construction Team, the Project Accountant will report to and support the District Finance Manager. Along with supporting Project Managers and Coordinators with timely and accurate project costing and reporting. This role will support several finance related areas and will include the following:

Primary responsibilities include, but are not limited to:

- Complete month end and quarter end journal entries
- Work with Project Managers to ensure that all costs are recorded monthly and all projects are billed monthly
- Preparation and distribution of documentation to project stakeholders
- Review quarterly project profit and loss statements and highlight any issues
- Assist with quarter end reporting and analysis
- Review, approve and post approved change orders and project billings
- Assist our yard operations in creating journal vouchers, tracking invoices and payments
- Other duties may include preparation of payroll information for hourly employees on a bi-weekly basis
- Review, organize and process purchase orders and supplier invoices for approval and payment

Qualifications:

- Minimum 7 years' experience in the construction industry or a project based environment is required
- College or University Degree in Business Administration / Financial Management
- Demonstrate high attention to detail and quality management
- Must have knowledge and experience working with PST.
- Strong communication skills including verbal and written
- Experience working in the construction industry is considered an asset
- Advanced level computer skills using Microsoft Office, SharePoint, and Accounting software
- Ability to work independently & with minimal supervision
- Highly organized and able to multi-task to meet deadlines
- Values Teamwork
- Effective Time Management and Priority Management Skills

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We thank all applicants for their interest in working at Bird Construction; although, only those identified for further consideration will be contacted.

APPLICATIONS:

On-line at www.bird.ca or

Email: winnipeg.hr@bird.ca

OPPORTUNITY
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Project Design Coordinator

Location: Winnipeg, MB

Date Posted: October 31, 2018

Bird is a great place to be for the right people. By undertaking technically and logistically challenging projects, we continuously provide our employees with engaging work at the forefront of the Canadian construction industry. You will be involved with a variety of exciting work assignments that are both fast paced and compelling.

We are looking to add a **Project Design Coordinator** to our Design-Build team. Responsibilities for this position include:

- Production and review of both preliminary and construction drawings in AutoCAD and/or REVIT.
- Active participation in the building design process from the project inception through design and working drawings, including coordination with outside consultants
- Assessing and resolving building construction issues including code review and zoning review
- Participation in estimating and proposal preparation including renderings and proposal and marketing materials
- Assisting our Project Managers and Project Coordinators with plans and details on projects as needed
- Building relationships with our valued repeat clients and design-build partners and consultant teams

Qualifications:

Preference will be given to individuals who have completed a degree or diploma from a recognized architectural technology, architecture, interior design, or engineering program, and have a minimum five years of experience in a related position. Candidates should have a basic knowledge of construction types and methodologies and be motivated to successfully complete projects in a Design-Build environment.

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Safety Coordinator

Location: Various locations within Manitoba, dependent on project

Date Posted: October 31, 2018

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The Safety Coordinator will be responsible for all HSE related activities and initiatives on various sites. They will need to have a solid understanding of safety requirements, and exceptional interpersonal skills to interact with various personnel including the Safety Manager, Superintendents, trade personnel, sub-contractors, and clients.

Primary responsibilities include, but are not limited to:

- Support site supervision with implementation and management of the Bird Safety Program on site.
- Draft site-specific emergency response plans and maintain all Bird safety signage, supplies, and equipment.
- Act as a safety resource to the Project Team and all workers on site by providing correct interpretation of the Bird Safety Program policies and procedures, all applicable government regulations, and any client specific safety requirements.
- Assist in the development of site-specific safe work practices and procedures.
- Conduct site-specific safety orientations and training.
- Participate in or lead weekly Tool Box talks.
- Monitor the projects for compliance with all applicable Bird Safety Program requirements.
- Participate in all site inspections and investigations.

Qualifications:

- 5+ years of experiences as a Safety Coordinator within the construction industry
- NCSO certification required
- Post-secondary in an HSE related program considered an asset
- Intermediate computer skills and proficiency with MS Office
- Ability to work in a team environment with minimum supervision
- Exceptional organization, time management as well as written and verbal communication skills.

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Senior Project Manager

Location: Winnipeg, MB

Date Posted: October 30, 2018

Bird Construction is one of Canada's leading General Contractors and is recognized for its strong commitment to the growth and prosperity of both our clients and our people.

The Project Manager leads, directs and coordinates the daily management of the assigned project(s). This leadership position is accountable for the overall performance of the project including costs, schedule, quality, project status, and adherence to company policies and procedures. More importantly, the Project Manager will manage a successful team and help develop future construction professionals.

Primary responsibilities include, but are not limited to:

- Provide safety leadership through implementations of the Bird Safety Program and monitoring safety performance of the project team and subcontractors.
- Planning, scheduling, setting objectives and controlling activities during the construction phase of the project(s) in conjunction with the Project Superintendent and project team.
- Administration and management of prime contract and subcontracts; includes negotiations and awarding of subcontracts for scopes of work as well as the review and evaluation of subcontractor performance.
- Monthly and quarterly reporting on financials and overall performance of the project to senior management.
- Manage project budget and billings and work with the accounting team to ensure timely payment of A/R and A/P.
- Foster and maintain positive relations and communication with clients, consultants, architects and subcontractors

Qualifications:

- Formal education related to Civil Engineering, Construction Management or other equivalent construction program.
- 5-10 years progressive experience in the general contracting industry as a project lead on large projects in the industrial and/or commercial/institutional sectors.
- Demonstrated leadership, project management and problem-solving skills support the applicant's collaborative approach to delivering results.
- Service and results-orientated, being able to build and steward trust with a broad network of excellence, pride in teamwork and outstanding project delivery.
- Have local market construction experience and be willing to travel within Manitoba, with the possibility of temporary relocation.
- Demonstrated competence in the areas of safety, workforce management, project execution, cost control, quality and administration.

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Construction Superintendent

Location: Winnipeg, MB

Date Posted: October 31, 2018

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We are looking for an experienced Construction Superintendent to join our team. The Construction Superintendent, in conjunction with office project management staff, is responsible for the day to day management of the construction site on an assigned project, executing field operations in a manner consistent with Company objectives.

Primary responsibilities include, but are not limited to:

- Initiates, coordinates, directs and evaluates plans, schedules and site personnel to ensure project objectives.
- Implements and manages the Bird Safety Program; perform regular hazard analysis and toolbox meetings.
- Ensures sufficient manpower is provided to achieve safety, schedule and quality objectives.
- Prepares overall work plan and schedule in conjunction with Project Manager.
- Reviews and provides assistance regarding quality assurance and control.
- Monitors all site instructions and change notices and makes adjustments as required.

Qualifications:

- 10 years progressive experience in the general contracting industry as a Project Lead with focus on large ICI projects with Self Performed concrete and carpentry work. Ability to lead formwork and carpentry crews to efficiently and safely produce quality concrete and carpentry installations. Track productivity and manage labour resources.
- Ability to manage self-performed concrete is considered an asset.
- Effectively provide overall supervision, coordination and scheduling of construction activities and consistently complete projects on time, on budget and to the client's satisfaction.
- A strong leader and problem-solver, you are able to build and steward trust with clients, subcontractors, and team members to effect competitive excellence and pride in teamwork with outstanding project delivery.
- Local market construction experience and be willing to travel within Manitoba, Saskatchewan, and Northwest Ontario with the possibility of temporary relocation.
- Demonstrated competence in the areas of safety, workforce management, project execution, cost control, quality, and administration.
- Sound knowledge of construction and building techniques is required.
- Gold Seal, LEED and Sustainability Training will be considered an asset.

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