

Manager, Residential Portfolio

CBI Health is Canada's leading community healthcare provider, and our passionate team is at the heart of what we do. Every day, our 13,000 staff make a meaningful difference in our clients' lives as we live the core values that define us: heart, respect, reliability, teamwork and innovation. Along with mentoring and continuous learning opportunities to help advance your career, we are building a culture of inspiration, recognition and celebration for the meaningful work our team does every day, all across the country. Join the new CBI Health and find where your better begins.

About this opportunity

As the Manager, Residential Portfolio you will act as the Real Estate, Property and Facility Management Subject Matter Expert and Single Point of Contact for the Specialized Community Services (SCS) business leaders across Canada (+/- 100 residential locations).

The Manager will work closely with local operations management and corporate services personnel to ensure that external service providers, landlords and third-party suppliers deliver effective and value-added facility and property management support.

Take an inside look at what you'll do each day:

- Act as the single point of escalation for property management issues and concern with Landlords.
- Review monthly rent obligations to ensure timely and accurate payment of rent obligations.
- Negotiate favorable lease terms and rates consistent with local market conditions and financial integrity
- In consultation with third party vendors, monitor trends in local commercial real estate markets.
- Maintain a thorough understanding of lease terms to ensure accuracy of lease documentation, key dates, and occupancy expenses across the portfolio
- In conjunction with Procurement/Facility Service desk personnel manage supply and service vendors and contracts to ensure cost effective and quality service delivery to local operations.
- Provide strong technical building systems guidance and troubleshooting expertise to operations, project managers and service desk personnel.
- Accountable for the Fire, Life, health & safety of operations within the buildings
- Facilitate emergency response where required due to security, maintenance, or health & safety incidents
- Collaborate with stakeholders and external suppliers to identify and develop project scope, design, business requirements, schedules, and costs
- Support the Real Estate, Design and Planning, functions in the evaluation of potential sites and the scope of work associated with converting existing buildings or new developments
- Conduct feasibility studies, site evaluation, project development, conceptual & detailed engineering design and construction



- Provide cost estimates and analysis to support Finance with development of business cases for expansion, relocation, and renovation projects, and provide creative solutions and alternatives that optimize the physical environment.

Here's what you'll need to be successful:

- Post-Secondary education in Business Administration, or related field of study
- Minimum 10 years of experience in Real Estate, Property or Facility Management
- RPA/FMA or CPM designation considered an asset
- Experience with the coordination and execution of supply and service contracts and maintenance programs.
- Sound knowledge of Landlord / Tenancy Acts and provincial regulations impacting residential tenancies
- Familiar with corporate real estate transactions and the implications (to a property)
- Knowledge of residential building and maintenance practices and applicable national and regional building code(s)

What CBI Health offers you

- Competitive compensation with comprehensive benefits and rewards package, including group health, dental and vision benefits, paid 100% by the employer
- Hybrid working environment
- Supports work-life balance and focus on quality of life

About Us

For millions of Canadians, CBI Health is where better begins. We are Canada's leading community healthcare provider, reliably delivering innovative rehabilitation and home care programs that help our clients achieve their health goals. With 250+ locations and supporting more than 800 communities, people are at the heart of what we do. Every day, all across the country, our 13,000 staff work together to make a meaningful difference in our clients' lives and help shape healthcare for the better. Learn more at cbihealth.ca.

CBI Health is proud to be recognized by Deloitte as one of **Canada's Best Managed Companies** for the 15th year in a row. A huge thank you to all our team members, whose dedication, passion, and innovation have enabled us to achieve this recognition year after year.

CBI Health is committed to providing a diverse, equitable, and inclusive workplace where everyone feels safe and accepted as their authentic selves. We actively seek qualified candidates who share



our commitment to equity and inclusion and contribute to the diversification of ideas and perspectives that help us innovate and provide the best possible care to our clients.

We are committed to fostering a positive experience for all Indigenous applicants whether you're First Nations (status or non-status), Inuit or Metis and welcome applications from all individuals regardless of race, colour, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, veteran status, or any other characteristics that make each of us different.