



# Construction Project Manager

Winnipeg, MB, Canada **and 5 more**



**TRENDING**

## JOB DESCRIPTION

### **WHO ARE WE**

BGIS is a leading provider of customized facility management and real estate services. With our combined team of over 6,500 globally, we relentlessly focus on enabling innovation through the services we deliver, while actively looking for new opportunities that will enable innovation for our clients' businesses. Globally, we manage over 320 million square feet of client portfolios across 30,000+ locations in North America, Europe, Middle East, Australia and Asia.

Further information is available at [www.bgis.com](http://www.bgis.com)

### **POSITION SUMMARY**

The Construction Project Manager will be responsible for planning and overseeing the end-to-end delivery of assigned projects, typically of low complexity, risk and exposure, within the defined scope, schedule and budget, as well as BGIS and client procedural boundaries. In this role, you will team with and/or direct technical and professional staff, consultants and contractors, and draw on your strengths in communication, reporting, stakeholder coordination and fiscal control to ensure client-satisfaction, team-member satisfaction and ultimately, financial success.

The diversity of projects carried out by our Project Delivery Services and/or Design Group focused on a wide range of industries (Retail, Commercial, Institutional and Industrial) makes this position an exciting opportunity to be involved in different construction models. You will manage a variety of stakeholder interests and continue to grow and deepen your knowledge base. You will be part of a Project Management team delivering services that span across all project phases

from workplace planning to pre-construction and design development, to management of construction. With 4,500+ projects managed per year, 160+ team members and \$450M+ delivered annually, our group delivers projects across Canada, from small infrastructure upgrades to tenant fit-ups through to major consolidations and new builds, to energy retrofits and critical environments.

### **KEY RESPONSIBILITIES**

For the assigned projects:

- Plans and oversees the end-to-end delivery of assigned projects. In collaboration with project stakeholders, assists to establish project scope, cost, risk, schedule, quality, resource, procurement, and stakeholder management elements.
- Develops and implements project plans.
- Familiarizes with design and construction contracts and contract documentation.
- Determines resource and budget requirements, cost estimates, and timelines.
- Identifies project risks and develops and implements mitigation and contingency plans.
- Monitors project delivery against timelines and ensures timely completion.
- Oversees the activities of project team members and monitors project task completion.
- Communicates project status to relevant stakeholders.
- Ensures projects are delivered on time, within scope, budget and requirements, and complies with all regulatory, environmental and health and safety requirements.

### **Client Relationship Management**

- Develops and maintains effective relationships with clients.
- Responsible for resolving issues, managing client expectations, and ensuring client satisfaction. Generates progress and status project reports
- Other duties as assigned.

### **KNOWLEDGE & SKILLS REQUIRED**

- Community college diploma preferably in architectural technology, construction technology, engineering technology or equivalent work experience within the Construction industry
- 3 to 5 years of project management work experience
- Project management – proven ability and experience in delivering projects on-time, on-budget, and compliant with

all contract documentation regulatory, environmental, health and safety requirements.

- Project budget management – proven ability and experience in developing and managing budgets.
- Project risk mitigation and management – proven ability and experience in defining, mitigating and managing project risks.
- Communication – strong communication and negotiation skills.
- Relationship building – proven ability and experience in building and maintaining effective relationships.
- Client management – proven ability and experience in managing client relationships and expectations.
- Client service orientation – strong client service orientation.
- Leadership – proven ability and drive to build experience in project team leadership.
- Vendor management – proven ability and experience in managing vendor performance.
- Quality – possesses a continuous improvement and quality mindset along with a desire to continuously seek and incorporate best practices and technologies in order to deliver in accordance with contract documentation.
- Computer proficiency – proficient in and experience with MS Office suite of applications along with proven ability to quickly learn new applications. Proficiency in management of BIM modelling and interdisciplinary coordination.

At BGIS we believe that diversity and inclusion is a key business driver, such that we never lose sight of its importance as it is woven into the fabric of our organization. We are committed to maintaining a barrier-free recruitment process by providing equal employment opportunities through recruiting and retention of individuals of all backgrounds. We recognize that promoting diversity is an essential component of our continuing pursuit for organizational success!

APPLY NOW

JOB INFO

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