

Senior Project Manager/Owner's Rep Profile

February 2021

Job Status: Full time, salaried

Reports To: VP Construction

SUMMARY

The Senior Project Manager/Owner's Representative will play a critical leadership role in the construction phases of TAS projects. They will proactively drive the pace and progress of internal/external project teams and be accountable for core tools, processes and systems including: schedule, budget, cash-flow, risk registers and management reporting. The ideal candidate is a skilled communicator who brings a demonstrated depth of experience in project management and construction. This is an excellent opportunity to contribute to a growing, fast-paced real estate developer determined to deliver social and environmental impact.

SKILLS AND COMPETENCIES

- Relevant post-secondary degree(s) and certificates, with PMP certification preferred
- 10 to 15 years in real estate development and construction, with
 - A minimum of three full-cycle high-rise residential projects completed
 - Advanced project management expertise, proven ability to manage multiple projects simultaneously and thorough knowledge of related control systems including scheduling, estimating, cost control, change control, budget, cash flow, tendering, procurement and risk registers
 - Experience working for project ownership, with an established track-record managing relationships with investors
 - Proven experience in budget preparation, pro-forma, and cash flow analysis, with a demonstrated understanding of project costing
 - Confident working knowledge of municipal approval processes e.g. Re-Zoning, SPA, Building Permits etc.
 - Strong working knowledge of relevant economic/market influences and industry innovations, familiarity with BIM is an asset
 - Existing external network, established relationships with senior industry professionals and key consultants/trades
 - Understanding and appreciation for design-led development and the importance of human-centered design strategies
- Superior problem-solving and decision-making capabilities
- Tactful and diplomatic with sound instincts and judgement
- Strong interpersonal skills, able to maintain relationships, influence and be a trusted advisor at all levels
- Experience building and motivating high-performance teams, with a demonstrated ability to set objectives and hold people accountable to results
- Excellent written and verbal communications skills
- Skillfully balances the finer details with the big picture to advance strategic objectives in a fast-paced environment
- Entrepreneurial with a high level of integrity, ownership and accountability, able to operate with a sense of urgency and be assertive as required
- Tenacious with a contagious desire to learn, grow and deliver
- Curious, collaborative and approachable
- Passionate, with a demonstrated interest in: city-building and/or social impact; improving practices and building solutions that will influence the industry for the better

RESPONSIBILITIES

- Provide construction leadership as a key member of cross-functional project teams comprised of internal colleagues and external consultants/trades
 - Implement core project management processes and tools (budget, schedule, risk register etc)
 - Lead relationship with external construction management company
 - Proactively identify and document risks and corresponding mitigation strategies through all phases
 - Resolve any issues impacting project objectives, budget, schedule
 - Ensure design/programming innovations and impact objectives are achieved
 - Actively contribute to the negotiation and awarding of consultant/trade contracts, participate in key trade relationship management
 - Contribute to internal and external management reporting
 - Represent ownership with external partners and investors
 - Support stakeholder engagement strategy development/implementation
 - Help secure government incentives and programming support
 - Advise on site acquisition, design, development approvals, business planning, sales and marketing, asset and property management as requested
- Support the identification, cultivation, negotiation and stewardship of key project delivery partnerships (e.g. construction management, key trades and suppliers)
- Contribute to corporate procurement strategy
- Monitor industry best-practices, market trends, emerging processes and technologies – share and implement these learnings internally
- Help maintain strong operational frameworks that empower the team to work in an agile, responsive manner in a fast-paced, high-volume environment; oversee the ongoing evaluation and improvement of related systems, processes and tools
- Actively encourage inter and cross-functional collaboration, workflows and efficiencies
- Serve as an internal project management subject matter expert, help build colleagues' related skills
- Proactively coach, mentor and guide the performance, skill and competency development of colleagues
- Deepen personal understanding of TAS's strategy/culture, and help colleagues do the same on an ongoing basis
- Embody TAS's Culture Code i.e. be a performance fanatic, innovative, an exceptional collaborator and committed to multipurpose impact

TAS offers a competitive compensation package including a recently enhanced group health benefits and employee/family assistance programs.

PROCESS: Candidates should email their resume and cover letter together in one PDF document to: careers@tasdesignbuild.com quoting the position in the subject line. No telephone inquiries. We thank all applicants, however, only those selected for an interview will be contacted.

ABOUT: TAS is a mixed-use real estate developer that engages, designs, and invests with intent to build more inclusive, livable cities. We deliver vibrant projects that blend residential, commercial, cultural and community spaces to serve evolving needs for today and tomorrow. Impact and people are at the heart of everything we do. Founded as a custom home builder in 1983, we expanded in the early 2000s and have since delivered five major projects. Our active project pipeline now totals over 5.6 million square feet and includes unique sites across the Greater Toronto Area. We are a proud Certified B Corporation and a founding member of the SVX Social Impact Investment Platform.

www.tasdesignbuild.com