

## Project Manager, Construction (1-year term)

### Halifax, Nova Scotia

Develop Nova Scotia is the crown corporation responsible for leading sustainable development of high potential property and infrastructure across Nova Scotia to drive inclusive economic growth in our province. Develop Nova Scotia plans with communities to develop inclusive, authentic places that attract people to visit, to grow their business, and to live. Its mission is to make Nova Scotia irresistible to people and investment.

We are currently recruiting for a **Project Manager, Construction** (term position) to join our team of dedicated professionals in Halifax, Nova Scotia.

Working alongside our existing Project Managers, you will be responsible for the management of assigned construction projects from conceptual design through to construction completion. You will organize and oversee multiple construction projects and ensure they are completed on schedule and on budget. In collaboration with all project stakeholders (including tenants, engineers, and architects) you will determine the project design and construction requirements and subsequently manage the permitting and licensing process. Responsibilities will include performing design and constructability reviews, provide support in coming up with out of the box design solutions, and executing a procurement plan tied to the construction schedule. You will also manage and track project budgets and timelines, conduct site meetings, evaluate project progress, review contractor contemplated change orders claims, provide regular updates to project stakeholders and produce detail progress reports inclusive of schedule updates and cash flow projections, while ensuring adherence to all health and safety standards. Ultimately, you will be responsible for managing a project plan which will enable Develop Nova Scotia to achieve its desired outcomes in a supportive and collaborative team environment. While you would lead the delivery of specific projects, you would be involved in sharing input, ideas, and expertise on all of Develop Nova Scotia's construction projects.

Responsibilities will include, but are not limited to:

- Develop and propose design input and solutions when required to the Develop Nova Scotia Planning and Infrastructure teams.
- Procure and manage the design process with various project team members, consultants and project stakeholders; participate in the adherence and/or modification of project requirements and provide feedback at various stages of design from concept to 100% design stage.

- Monitor budget and schedule as it relates to design and impacts to construction timelines.
- Participate in the development of project specific procurement strategies and develop contractor scopes of work and specific project related requirements.
- Create, track and manage contract changes, i.e. (claims, change orders, site instructions, etc.) on within a preestablished budget and provide feedback into operational cost requirements.
- Develop and monitor detailed project schedules tracking design, procurement and construction phases and their impact to preestablished project outcomes.
- Manage complex, multi stakeholder, high profile capital projects as they relate to planning and development projects, including progress reports.
- Evaluate work in place to assess and approve payments from project consultants and contractors

As the ideal candidate, you possess the following qualifications and skills:

- A minimum of 10 years of experience managing construction projects and a professional Engineering designation or a post-secondary degree in the engineering field.
- Proven ability to develop creative and practical engineering solutions and to identify process improvement opportunities.
- Experience working in capital infrastructure implementation (between \$2-\$15 million), marine construction, government, or regulated industries would be considered an asset.
- Well-honed negotiation and communication skills.
- Great organizational and time management skills with demonstrated ability to meet tight deadlines and manage multiple priorities.
- Team player with leadership skills who has demonstrated ability to build relationships with a variety of stakeholders leveraging a communication style that engages a varied audience.
- Proven ability to quickly integrate into a busy team and hit the ground running.
- A PMP designation would be considered an asset.

By joining Develop Nova Scotia, you will be part of a nimble organization that is making a difference in the lives of community members by building great places. This is an organization that offers you work/life balance, a dynamic work environment and the chance to be involved with some of the most interesting projects taking place in our province. In exchange for the knowledge and experience you bring, you will be rewarded with a comprehensive compensation, benefits and pension package.

The goal of Develop Nova Scotia is to be a diverse workforce that is representative, at all job levels, of the citizens they serve. Develop Nova Scotia is an equal opportunity employer and welcomes applications from Aboriginal persons, African Nova Scotians and other racially



visible persons, persons with disabilities, and women in occupations or positions where they are under-represented. Members of these groups are encouraged to apply and may self-identify through their application materials if they wish.

**Closes: July 29, 2020, 4:30 PM AST**

Applicants are requested to submit a resume with a cover letter by email or mail outlining their suitability for the position to:

Anna Marenick  
Develop Nova Scotia  
Suite 301-1875 Upper Water Street  
Halifax, Nova Scotia B3J 1S9  
Email: [careers@developns.ca](mailto:careers@developns.ca)

Only those candidates considered for an interview will be contacted.