



Shape a place  
where people  
want to be



**Position Title:** Housing Construction Manager (2 Positions)

**Position Status:** Full-Time Regular

**Department:** Regional Planning & Housing Services

**Employee Group:** Exempt

**Location:** 4515 Central Boulevard, Burnaby

**Salary Range/ Wage Rate:** Professional / Technical, Level 3A (\$123,587.51 - \$145,395.95 annually)

**Our Housing Services Department is seeking two Housing Construction Managers who will work as a technical/specialist resource to manage and coordinate new development projects through the design and construction phases for the Metro Vancouver Housing Corporation (MVHC).**

**You are an excellent problem solver who brings energy and experience of project managing new MURB developments. MVHC development is a fast paced work environment with an ambitious portfolio to deliver in the next 10 years.**

**The Housing Construction Manager reports to the Division Manager, Housing Maintenance & Capital Projects.**

**This role:**

- Works as a technical/specialist resource to manage and coordinate development and redevelopment projects through the design and construction phases for the Metro Vancouver Housing Corporation (MVHC), focusing on contracting, construction and completion and ensuring projects are well managed, completed on time, on budget, and as per specifications.
- Contributes to the development of the MVHC's construction project capital budgets, through consultation with various stakeholders, for review and approval by MVHC leadership team. Monitors and controls work and spending, ensuring the effective and efficient expenditure of allocated funds.
- Issues and evaluates deconstruction, contracting, consulting, and construction RFP's and Tender's for affordable rental projects. Prepares and assists with tendering and proponent selection for development and redevelopment projects; ensures permits and authorizations have been obtained and applicable stakeholders consulted.
- Manages partnerships with various internal and external stakeholders including municipalities, consultants, contractors, vendors, and internal engineering, technical and clerical staff. Works closely with Housing Policy and Planning who make recommendations for development and redevelopment priorities and set long term plans for affordable housing in the region; provides input and suggestions to Housing Policy and Planning for construction

standards and fit up levels. Works closely with, and turns over completed rental projects to, Housing Operations, who operate the completed constructed rental housing buildings and units.

- Contributes to the development of relevant processes and standards for project definition; conceptual, preliminary and detailed design; contract development; tendering; and construction.
- Prepares a range of written materials including, but not limited to: reports, recommendations, technical memos, applications, and tracking spreadsheets.
- Supervises, directs and motivates project teams monitoring performance towards division, department and corporate objectives. Ensures project teams adhere to technical standards, corporate workplace conduct and safety policies. Resolves technical and relational issues staff encounter while doing their work.
- Performs other related duties as required.

**To be successful, you have:**

- Bachelor's Degree in a relevant field including Engineering, Construction Management and Planning. Project/construction management training, 8-10 years of relevant experience in residential property development and construction; or an equivalent combination of training and experience. PMP would be an asset.
- Extensive technical expertise and knowledge of civil engineering principles, standards and best practices. Superior ability to interpret, apply and advise others on engineering and related guidelines such as technical manuals, codes and regulations, and contracting policies. Extensive technical expertise and knowledge of residential property development and construction. Expertise and knowledge of affordable housing design and funding partnerships is an asset.
- Demonstrated contract administration and project management skills. Demonstrated ability to lead large capital projects requiring coordination amongst various divisions, disciplines, departments, external agencies and consultants. Ability to work under broad direction without formal guidelines or precedent and use significant independent judgment to provide advice on issues of significant consequence for the organization.
- Superior oral and written communication skills, including the ability to effectively listen, persuade others, and resolve complex problems using a high degree of independent judgment. Handles politically charged situations adeptly and smoothly. Superior business writing skills including the ability to write memos and reports. Exceptional attention to detail and demonstrates flexibility to adjust to changing circumstances.
- Ability to build and maintain effective working relationships with internal and external contacts under circumstances that may be political and sensitive. Skill in dealing openly, tactfully and sensitively in a variety of situations including dealings with the public, member municipalities, government agencies, academic institutions, and contractors. Builds a strategic network of relationships with outside groups relevant to field of specialty. Ability to establish clear expectations and effectively resolve differences; strong ability to prevent the escalation of conflict.
- Ability to meet timelines and objectives under considerable pressure and constraints; demonstrates persistence in overcoming obstacles. Demonstrated ability to identify areas of opportunity or risk and propose solutions to resolve issues in the best interest of the organization; understands and evaluates the diverse impacts of decisions. Ability to analyze, interpret and advise on complex issues where considerable variation in interpretation is possible.
- Demonstrated supervisory and managerial skills including the ability to lead multi-disciplinary teams.
- Proficiency using Microsoft Office programs including Word, Excel and Outlook.
- Valid BC Class 5 Driver's License.

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**Our Vision:**

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

At Metro Vancouver, we are committed to cultivating a diverse, safe, equitable, and inclusive work environment for all. We strive to attract and retain a talented, diverse workforce that is reflective of the region we serve. Accommodations will be provided upon request during the selection process by contacting [careers@metrovancover.org](mailto:careers@metrovancover.org). Learn more about our commitments to diversity, equity, and inclusion [here](#).

*Please follow this link <https://metrovancover.org/about-us/careers> to our Careers page where you can submit your application by May 6, 2024.*