



Good people building great things.



Our mission is to build exceptional experiences.

As leaders in creating custom, enhanced living spaces throughout the Kawarthas, we believe in the power of our people above all else. Through assembling a team of knowledgeable, energetic and creative professionals, we are able to collaboratively deliver an exceptional experience, not just for our clients but for everyone involved on a project.



DESIGN-BUILD PROFESSIONALS



ARCHITECTURAL PROJECT MANAGER

This role will provide project delivery from conceptual design to final project handover to the construction team. This person should demonstrate proven success in the design experience-focused design-build workplaces with a strong background in generating and translating concepts into final solutions, in collaborating with the project design team, and in materials and methods of construction. The successful candidate will have a passion for design, leadership, mentorship and for building team and client relationships.

Essential Duties & Responsibilities:

- Maintain accuracy and quality control of the design/development function
- Ensures complete and accurate drawings and plans for all projects
- Carry out the overall architectural design of the project, utilizing the assigned project design team
- Has Feasibility and Permitting responsibility for all clients in the design/development process
- Ensures 100% adherence to all phases of design/development, including schedule, milestones and Gross Profit Margin
- Meet the design schedule and design construction budget
- Support all disciplines into the building project
- Plays an integral component of the team in planning, implementation, and accurate scheduling of projects.
- Is the owner and driver of a rigorous RCA (root cause analysis) process that facilitates closed loop problem solving; any errors found in the field caused by design or project development are identified, documented, remediated and communicated to avoid reoccurrence of those errors
- Aides in the development of project staff by providing appropriate technical and/or functional development and performance feedback.
- Coaches and motivates team members; promotes mutual support and interaction focusing on accountability and professionalism
- Positive attitude to change and continuous improvement
- Possesses knowledge of general financial and accounting principles to understand and communicate how decisions affect project bottom line as well as for the preparation of budgets and identifying saturation points for staff and teams.
- Team member in setting and overseeing the routine maintenance/development and improvement of departmental SOPs

Competencies

- Possesses strong organizational skills that enable team members to perform their tasks in alignment with the company's goals.
- Excellent verbal and written communication skills, which are important in performing many of their duties, such as relaying information, preparing reports, and interacting with members of the organization.

- Recognizes problems or situations that are new or without clear precedent; evaluates alternatives and find solutions using a systematic approach.
- Resolves conflict, interacts with various members of the organization, and recognize potential when hiring for various positions.
- Able to recognize the skills of team members and train, motivate, and guide them to maximize their productivity in the workplace.
- Able to convey goals and objectives clearly; listen effectively and clarify information as needed.
- Able to read and interpret profit and loss statements and budgets.
- Able to work to schedule completing tasks on time.
- Able to collaborate appropriately with build-team members and management.
- Able to act with integrity, credibility, self-confidence, and work independently.

REQUIRED QUALIFICATIONS & EXPERIENCE

- 7-10 years progressive experience in residential design, project and people development &/or project management.
- Ability to read and interpret architectural plans and knowledge of the Ontario Building Code & appropriate standards.
- BCIN Registered
- Architectural designation, Licensed Architect an asset
- Experience designing in Revit
- College diploma, university degree or combined academic background/experience in business management, project management, construction, and/or engineering.
- Knowledge of appropriate legislation including: Occupational Health & Safety Act and Employment Standards
- Moderate technology skills (Outlook, MS Word, Excel, Adobe, Bluebeam, Project Management and Design software, Text, Email)

Interested applicants are asked to submit their cover letter & resumes to recruitment@kawarthalakesconstruction.com.

We would like to thank all who apply, however, only those candidates selected for an interview will be contacted. No phone calls please.