

## **Construction Project Manager**

**Heritage Lane Builders** is a family-owned business located just outside of Niverville, MB. We place a high regard on relationships and integrity and if you can offer the same type of customer-care, we would like you to become part of our team. With our continued success and growth, we are currently looking for a full-time **Construction Project Manager** to manage our up-coming condo projects.

### **Your duties will include:**

- Plan, organize, direct and control daily operations on-site
- Plan and prepare construction schedules for various trades
- Participate in project site meetings
- Review all drawings and specifications
- Establish and implement all policies and procedures
- Manage all project documentation

### **Your qualifications should include:**

- At least 5 years of project management experience in the commercial/condo industry
- Excellent communication skills both written and verbal
- Superior understanding of safety programs, building codes, drawings and quality control
- Self-motivated, independent, detail-oriented and organized
- Working knowledge of Microsoft Office including Excel

If this sounds like a career you would like to explore, please submit your resume with cover letter via email to:

Eileen Krueger, Human Resources Consultant, [EBMinds@gmail.com](mailto:EBMinds@gmail.com)

We thank all applicants who apply but only those selected for an interview will be contacted.