



## PROJECT MANAGER - JOB DESCRIPTION

Location: Calgary, Alberta

### About The Company

Since 1976 Lear Construction Management Ltd has provided a range of services across Western Canada. Our dedicated employees combined with local project expertise and long term relationships are the foundation of our success. We provide hands on consultative cost effective solutions amid Institutional, Commercial, Industrial, Multi-Family & Mixed Use Developments. LEAR provides Construction Management, Design-Bid-Build, Pre-Construction and General Contracting services.

As a medium-sized company, Lear Construction Management Ltd is able to focus our resources on client requirements to a greater degree than our larger competitors. We provide our clients with the assurance that we are truly invested in their project and will provide the professional consideration the project deserves. We offer our clients lean project teams and competitive fee schedules to ensure the financial success of their projects.

### About The Role

This is a full time staff opportunity based out of our Calgary office. As the **Project Manager** you will be work on institutional, commercial and light industrial projects across Western Canada. Reporting to the Vice President of Construction you will manage multiple project locations depending on our workload at that date.

### Responsibilities:

- Manage the project schedule, ongoing planning and leadership of the process
- Communicate with the Client, consultants, sub trades and suppliers throughout the process
- Regular internal project updates with the leadership team
- Communicate with LEAR internal staff and project team
- Lead regular project meetings
- Provide business development leads
- Work closely with project support team such as safety, quality and estimating
- Utilize your experience and knowledge to promote initiative and introduce possible new technology.

### Qualifications:

- Degree, diploma or related qualification in civil engineering or construction management
- Proven project management of construction contracts working directly for the general contractor
- Proven project history across institutional, commercial and light industrial contracts as the project manager
- Computer software skills across Microsoft software packages

### Requirements:

- Must have legal work status in Canada
- Recent project history in Western Canada
- Existing construction network in Alberta
- Canadian drivers license
- Able to carry out short term business travel, (Western Canada only)
- Outstanding communication

Please send applications directly via email to: [Jason.elvy@learconstruction.com](mailto:Jason.elvy@learconstruction.com)

**\*\*Please include a project list\*\***