

Thewealthscoop

<https://thewealthscoop.com/job/project-manager-construction-and-special-projects/>

Project Manager, Construction and Special Projects

Description

Title: Project Manager, Construction and Special Projects

Reports To: Associate Director, Special Projects

Position Summary: The Project Manager, Construction – Special Projects and Emergencies will lead multifamily residential repair projects, while overseeing specifications, budgets, schedules, and contractor coordination to ensure timely, cost-effective delivery. The main responsibilities include managing structural and mechanical construction, conducting site inspections to uphold CAPREIT's standards, and driving organizational improvement through process standardization, knowledge sharing, IT system development, and team collaboration.

Responsibilities

- Collaborate with engineers, architects etc. to determine the specifications of the project
- Obtain permits and licenses from appropriate authorities
- Determine needed resources (manpower, equipment and materials) from start to finish with attention to budgetary limitations
- Plan all construction operations and schedule intermediate phases to ensure deadlines will be met
- Supervise the work of laborers, mechanics etc. and give them guidance when needed to ensure quality control and work is carried out in accordance with contract documents
- Evaluate progress and prepare detailed reports
- Ensure adherence to all health and safety standards and report issues
- Work closely with Senior Director, Procurement and Senior Director Technical Services to assist in the preparation and creation of scopes for repair/construction work & tender documents
- Carry out Condition Audits, property inspections and provide analysis and assist in the preparation of capital expenditure budgets
- Project manage various construction, intensification and retrofit projects within the portfolio, including budget management, reporting, and quality control of general contractor and consultants.
- Assist with new acquisitions; 5-year capital plan
- Provide site inspections including quantitative analysis to various internal operational groups as they relate to the modernizing, upgrading and maintaining the properties within the portfolio
- Maintain and constantly improve cost reduction initiatives relating to maintenance and repair works throughout the portfolio
- Work with Procurement in vendor selection, tender evaluation and award recommendation
- Assist in the preparation of project approval recommendations to various internal departments
- Provide guidance and share PM best practices with Technical Services

Hiring organization

Capreit

Employment Type

Full-time

Job Location

Vancouver, BC

Base Salary

\$ 90K - \$ 110K

Date posted

December 25, 2025

Managers and other internal stakeholders

Qualifications

- Post-secondary education in Structural Engineering, Building Science, Architecture or Construction Management, Professional Designation on an asset.
- Working knowledge of Canadian National Building Code and provincial requirements
- Experience in the field of multi family residential
- PMP or equivalent certification (or working towards) will be an advantage
- Minimum 5-10 years of relevant experience with on site management work, project management and quality control of restoration and construction projects.
- Capable of establishing and maintaining effective working relationships with internal operational and management teams and external associates and vendors.
- Valid driver's license, clean driving record, and reliable, insured personal transportation required.

Job Benefits

At CAPREIT, we reward all permanent full-time employees:

- Competitive Base Salary between \$90,000 – \$110,000
- Paid Vacation
- Flexible Health, Dental & Vision Benefits
- Employee Savings Plan
- Employee & Family Assistance Plan
- Learning & Professional Development