

# Project Manager, Development

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## POSTED

05 December 2024

## LOCATION

New Westminster, BC

A 2023 and 2024 BC Top 100 Employer, Century Group is a family-owned, real estate development and property management company with a mission to curate places people love. Century Group's people are committed to building sustainable, thriving communities with diverse neighbourhoods. For 65 years, Century Group has built a portfolio of operating real estate assets and land, residential rental properties, seniors residences, hotels and restaurants, as well as commercial retail spaces with an emphasis on a mixed-use approach.

## What Can We Offer You?

Century Group offers our team members a variety of benefits, including competitive salaries, health benefits which includes a healthcare spending account, maternity leave top-up program, matching pension plan (DCPP), and the ability to advance your career through training and development opportunities! As a part of Century Group, career growth opportunities are available across a diverse group of companies. Apply now to discover your next career move!

## ROLE SUMMARY

Reporting to the Director, Development Planning or VP, Development, the Project Manager is responsible for all aspects of project analysis, planning, and leading the design team from application through entitlement, design and construction up to occupancy permit; delivering the assigned project(s) on time and on budget. This role works collaboratively and maintains good working relationships with our internal staff partners as well as our external partners and vendors.

## KEY ACCOUNTABILITIES

1. Works closely with the Director Development Planning and other members of the team on real estate projects at various stages.
2. Plans and executes assigned projects through complete project lifecycle from analysis to occupancy permit; oversees scheduling, bids, negotiation and consultant management; effectively communicates with key stakeholders throughout entire process.
3. Models and adheres to the Century Group Project Management methodology and provides input into continuous improvements and efficiencies.
4. Reviews and approves budgets and presents regular project reports.

## **EDUCATION & EXPERIENCE**

Bachelors of Business Administration, Architecture or Engineering; plus 5 years' experience in either development or construction including project estimation (over \$30M construction cost) is preferred. Project Management Professional (PMP) Designation is preferred.

## **REQUIRED KNOWLEDGE, SKILLS, & ABILITIES**

- Hands on experience and demonstrated success in delivering mid-sized mixed use residential developments, either in entitlement or development permit process or in construction
- Strong leadership skills to motivate and guide design team from development process to working drawings and managing general contractors during construction
- Familiar with budget assembly for Proforma
- Demonstrated skills in MS Office and scheduling using MS Project and/or Excel
- Knowledge of current real estate market - both local and global
- Awareness and interest in architectural and interior design trends
- Strong verbal and written communication and organization skills