

## Senior Project Manager – Construction

### Inland Glass & Aluminum Ltd – Kamloops, BC

Inland Glass & Aluminum Ltd (IGA) is actively seeking a Senior Project Manager with a broad background in industrial and commercial construction. Previous experience in curtainwall systems would be an asset, but it is not mandatory.

#### Job Description

The senior project manager (SPM) plans and controls the design, manufacturing, and field installation stages of the project. While maintaining IGA's commitment to quality, the SPM will successfully execute, close, and fulfill the requirements necessary to complete the project on time and on budget. The SPM works closely with team members from the marketing/estimating, engineering, production, and financial departments to ensure consistency with project management activities. The SPM will have constant communication with the site superintendent to insure all WCB safety protocols are met and adhered to. The SPM is a professional company representative who effectively collaborates with the client's construction and architectural team.

#### Job Responsibilities

- Collaborate with and act as a liaison between the internal and external project team members.
- Participate in turnover meetings with estimators and marketing by receiving and distributing relevant project information. Take control of the project, and ensure all parties are provided with accurate and updated information throughout the duration of the project.
- Coordinate with the project team to develop and manage the project plan, objectives, schedules, budgets, constraints, and deliverables.
- Maintain effective ongoing communication between internal/external project team members.
- Create, update and compile relevant project schedule documentation (as needed).
- Oversee the contract scope and review any proposed project changes with marketing and management to ensure change orders are properly evaluated.
- Issue monthly progress, inventory, change order and other billing to clients.
- Meet with contractors, architects, and visit suppliers to ensure quality is being met.
- Make site visits to monitor the progress of the project and meet with field staff.

#### Qualifications

- Bachelor's degree in architectural, mechanical, or civil engineering. Education plus experience will be considered;
- Minimum ten (10) years experience in industrial, institutional, commercial construction project management. Curtainwall experience would be an asset;
- Site experience a definite asset;
- LEED experience (LEED Certification an asset);
- Working experience with multi-disciplinary projects and teams;
- Strong written and verbal communications and interpersonal skills required;
- Knowledgeable with most Microsoft Office programs such as Word, Excel, and Project Management. Experience with Sage Timberline, and AutoCad an asset;
- Must be willing to consent to a background check;
- The ideal candidate will be a go-getter who is self-motivated to achieve success.

#### Company Description

*Inland Glass and Aluminum Ltd. (IGA) was established in 1974 in the Central Interior of BC, and is Western Canada's top supplier of custom architectural aluminum products. With over 40 years of experience, the professionals at IGA understand how the most fundamental design elements contribute to the success of our projects. Specializing in institutional, commercial and P3 projects, Inland Glass merges industry know-how with the latest advances in BIM technology. We provide an extensive selection of quality products complete with professional pre-construction and installation services that are tailored to meet the customers design needs - regardless of complexity or size.*