



JOB #	<b>2028</b>
JOB TITLE	<b>Project Manager</b>
JOB LOCATION	Vancouver, BC region
RENUMERATION	Competitive base salary + employee benefits
ABOUT THE COMPANY	This hiring company specializes in the fabrication and installation of uniquely customized glasswork for a diverse array of customers and project needs
JOB DESCRIPTION	<p>The hired candidate will be expected to manage multiple projects simultaneously in various stages of construction. You will work with the management team to prepare accurate shop drawings, order materials, conduct site measurements, join weekly conference calls with clients, prepare schedules, provide direction to installation teams both on site and remotely, and provide fabrication direction to the shop. You will be expected to travel to project sites across North America for site measuring and punch listing only. On average, you will be expected to travel approximately 3-4 days per month, so you <u>must be eligible to travel</u> to the US when it's safe to do so.</p> <ul style="list-style-type: none"> <li>• Ensure all employees and anyone entering the job site follows all appropriate H&amp;S procedures and wears appropriate personal protective equipment</li> <li>• Work to develop strong relationship with our clients trades and team members</li> <li>• Assure the accuracy of scopes of work</li> <li>• Main contact for all projects representatives to answer all requests, concerns, questions, and at all times provide exceptional customer service</li> <li>• Supervises and provides guidance to the crew and sub-contractors to ensure the proper technique for installation, and equipment is utilized properly and efficiently. When required, assigns job tasks to the crew members</li> <li>• Monitors crew members' performance, providing feedback for improvement, positive reinforcement and takes necessary corrective action when required</li> <li>• Assists in the resolution of design issues, change requests, material defects and equipment problems</li> <li>• Monitor job progress and costs, and provides regular progress reporting to the Director of Operations</li> <li>• Maintain good relationship with our current suppliers and explore potential partner to ensure the stability of the material and hardware supplies</li> <li>• Performs other duties and/or projects as assigned</li> </ul>
CANDIDATE COMPETENCIES	<ul style="list-style-type: none"> <li>• 2+ years of previous work experience in a PM role for the glass industry</li> <li>• Post-Secondary education ideally with some relevant glazing training</li> <li>• Ability to read and interpret blueprints and architectural drawings</li> </ul>
CANDIDATE 'FIT'	<ul style="list-style-type: none"> <li>• Excellent oral &amp; written communication skills with external and internal customer, vendors, suppliers and partners</li> <li>• Strong organizational and analytical skills. Detail oriented and able to analyze and troubleshoot customer issues</li> <li>• Strong interpersonal skills with an excellent customer service style</li> </ul>
HOW TO APPLY	<p>Please email your resume (cover letter optional) to <a href="mailto:info@philiprecruitment.com">info@philiprecruitment.com</a>  <i>We thank all applicants for their interest, however, only those selected for an interview will be contacted.</i></p> <p><i>If this is not the right time or role for you, but you suspect it could be a great opportunity for a qualified candidate, feel free to forward this information to them and have them contact us directly.</i></p>