



**CAPITAL CONSTRUCTION COORDINATOR
(CAPITAL PROJECT MANAGER)**

The Board of Education of School District 36 Surrey (SD36) is seeking a seasoned and skilled Project Manager to implement over half a billion dollars in capital construction projects over the next decade.

As the largest and fastest growing school district in BC, SD36 is a progressive, dynamic and fast growing school district offering a wide range of educational programs and opportunities for more than 70,000 learners. The district supports more than 9600 employees including over 5500 teachers at 125 schools with over \$500 million operating budget. Growing by an average of 500 students per year, the need for new schools and school upgrades are constant.

The Capital Construction Coordinator (CCC) will be responsible for managing the planning, implementation and completion of major capital projects ranging in values from \$0.5M to \$70M. This project management work involves technical, contractual, planning and financial activities required for capital project delivery. The work involves applying project management and technical knowledge to new school construction, additions and major renovation projects (seismic, building envelope, mechanical upgrades), within long-term maintenance considerations and budget limitations.

The CCC negotiates / manages fees and construction costs, directs activities of architects, consultants, contractors and liaises with school administrators and various district staff on behalf of the School Board. Financial control of individual projects is required, with recordkeeping assistance provided by SD36 Finance Department. The employee exercises considerable independence of judgment and action in order to maintain the project budget and schedule for several projects simultaneously.

The ideal candidate will have:

- Strong, clear, concise communication skills, both written and verbal
- Exemplary problem-solving skills. Ability to seek creative solutions to difficult problems

- Assertive, strong negotiation skills to ensure others meet expectations and interests of the Board are met or exceeded.

Required Education, Experience and Certification

University graduation in Engineering or Architecture plus minimum five years supervisory project experience; or Registered Quantity Surveyor or graduate of an Institute of Technology with minimum five years project management experience. Canadian Construction Association Gold Seal Certificate in Project Management is desirable.

Required Licenses, Certificates and Registrations

- Eligibility for registration as a Professional Engineer, PMP, Architect, or as an Applied Science Technologist (Building Construction) in an appropriate discipline.
- Valid BC Driver's License. (Business use of personal vehicle will be required)

Qualified applicants should forward their resume with supporting documentation, references and a cover letter no later than 4:00pm July 15, 2016 to:

Competition: #CCC:816:16
Human Resources Department
School District No. 36 (Surrey)
14033 92nd Avenue
Surrey, B.C. V3V 0B7

Note: The successful applicant will be required to consent to a Criminal Record Search prior to employment. Only those applicants selected for interviews will be contacted. To all others, thank you for your interest.