

Manager, Construction GH Medical Ontario Brampton, ON

VitalAire Canada Inc. has been a national leader in homecare oxygen therapy and respiratory services for over 30 years holding national accreditation status with the Canadian Council on Health Services Accreditation.

We are actively recruiting for a **Full-Time Manager, Construction** at our Brampton location. The primary purpose and function of this position is to be responsible for the day to day construction activities within the business unit and the integration of construction with design activities. The incumbent will provide management to the activities of a team of Construction Foremen. This entails working closely with Project Managers and staff to ensure efficient and effective processes and systems are in place to sustain GH Medical's growth and prominence as a leader in the medical pipeline design/build industry. The key to the success is aligning strategic corporate wide plans with vision, mission, as well as corporate/business activities with solid project and operational practices. This position will report to the Director, Construction who will coordinate the construction activities for Canada.

Roles and Responsibilities:

The Manager, Construction will be responsible for scope, budget, schedule and quality of all construction work within Ontario, along with the project delivery to GH Medical clients.

These activities include:

Process Management:

- Demonstrating the importance of process and instructing team members on how an integrated practice differs from a typical consulting or construction practice.
- Working with the Director of Construction and helping direct the Project Managers and foreman to ensure quality control throughout all phases of project. This includes team integration and the establishment of project milestones.
- Responsible for the implementation of and compliance with all construction procedures, quality expectations and professional standards of practice.
- Overseeing the scheduling of work within the existing staff complement.

Project Management:

- Approving estimates, contracts, commitments and proposals in accordance with company's established governance model.
- Working with the Estimation Team to assist in the integration between design and construction team members throughout each phase of a project.
- Ensuring all contracts are invoiced on a monthly basis.
- Managing the Monthly Project Report (MPR) process for the region on a monthly basis.
- Managing overall work flow for construction personnel and responsible for ensuring invoicing targets are being met.

Operations:

- Responsible for the construction services portion of the annual operating plan. The annual operating plan shall include the annual operating budget and the capital needs plan for all business under his/her direct report. The plan is subject to review and approval by the Director, Construction.

Team Development:

- Working with HR to develop a mentoring and career development plan for construction personnel.
- Assisting the Director, Construction in defining human resource needs. Shares responsibility with HR and the Director, Construction for recruitment, selection and termination recommendations.
- Assisting the Director, Construction in managing all human resources in Ontario for construction, including establishing annual goals and objectives for all personnel, personnel evaluations, assessment and implementation of training needs, assuming and assigning of mentoring responsibilities.

Process Improvement:

- Responsible for region specific systems and processes, working within the overall corporate operational guidelines (systems, processes, technologies, etc.).
- Overseeing the proper understanding and use of corporate/project systems and making sure that processes and tolls are being followed.
- Proposing new initiatives to improve overall performance.
- Identifying and advising Director of Construction on any technology needs.

Strategic Planning:

- Actively participate in the overall (business unit's) strategic planning activities.

Skills and Knowledge:

- Must have a University Degree in Engineering or Architecture from an accredited institution and/or in Project Management.
- Minimum 10 years of experience in engineering and/or design/construction industry, including project management.
- Experience in client management and outstanding presentation skills are equally essential.
- Excellent computer skills in MS Word, Excel, Outlook, PowerPoint, Accounting software, Explorer is an asset
- Planning skills: Defines objectives and the means to achieve them, determines all required resources, anticipates future situations and establishes work plans, efficiently allocates or makes use of available resources, acts according to plans and establishes priorities, uses efficient methods, systems and work tools.
- Problem-solving: Identifies problem situations within an appropriate time frame, develops several alternative solutions to problems, analyses situations and highlights important issues, suggests adequate, valuable and feasible solutions. Have strong analytical and problem solving skills.
- Strong interpersonal skills: gets to know others and forms relationships, maintains very good relationships with colleagues, respects the ideas and opinions of others. Have the ability to establish and foster relationships and cooperation of key stakeholders.

- Excellent written and verbal communication skills.
- Technical abilities: Masters concepts, tools and methods related to his job, meet or exceed professional requirements of his field of work, keeps abreast of progress in his field.
- Initiative: Initiates actions, ideas or solutions spontaneously on his own, undertakes action without waiting directives, uses all of his/her resources before asking for help, establishes his/her performance objectives and deadlines.
- Coaching skills: Clearly establishes performance criteria, finds solutions to problems by consulting team members. Have demonstrated leadership and influencing skills. Enjoys mentoring and coaching of team members.
- Attention to detail: Possess an unwavering commitment to detail (accuracy, consistency).
- Possess strong business, project management and financial acumen.
- Strategic thinker with the leadership ability to bring an initiative to fruition.
- Strong understanding of contract and insurance language and terms and conditions.
- Capable of preparing a project schedule including design, permits, procurement and construction.
- Capable of preparing a project budget including soft and hard costs and contingencies.
- Able to analyze design and construction fees.
- Have knowledge of cost estimating and cost management systems including trending and forecasting.
- Ability to identify project risks and translate that to financial risk.
- Ability to interpret construction documents
- Must recognize the importance of and practice a "Safety First" work approach

If you are up for the challenge of a multifaceted job in Community Respiratory Care in a challenging management role, then we want to hear from you!

Motivated, interested applicants can send their cover letter and resume, quoting "Manager, Construction - Brampton" in subject line to:

VitalAire Canada Inc.
 Attention: Chief Operating Officer
hr.vitalaire@airliquide.com
 Fax No. (905) 593-9046

Only those selected for interviews will be contacted. We participate in equal opportunity employment.