



Position: Development Manager - Design

Since 1985, our mission "PROUD TO BUILD A QUALITY OF LIFE"

Due to our sustained growth, Brigil is looking for highly dynamic people to join our team. Brigil is committed to fostering an inclusive, fair, and accessible workplace, where all employees and customers feel valued, respected, and supported. An environment that respects and reflects the diversity of the communities in which we live and in which all team members have the opportunity to reach their full potential.

We are looking for a development manager - Design to join our team.

Work Description:

Working alongside the Vice President of Preconstruction, the Development Manager will be responsible for the project design development from the early concept stage through the start of construction, including ancillary design support through to handover. Overseeing projects in the Ottawa-Gatineau region, the role will encompass planning, managing, and coordinating efforts of all team members and managing third-party consultants. The successful candidate will be highly organized, detail-oriented and have a pro-active attitude to keep the development process moving forward.

Major Responsibilities:

- Assist the VP of Preconstruction and the development team, design, budget, and plan new high /medium and low-rise residential projects
- Day-to-day management of project-related activities, including ensuring monthly duties of team members are performed as expected, reviewing as required to ensure timely, complete, and accurate directives in accordance with policies and deadlines
- Manage project meetings with architects and the full consultant team and ensure information is consistently being disseminated among all stakeholders, including the internal and external project team
- Assist in the development, monitoring and updating project schedules and budgets for submission
- Create and review master project schedules and track budgets monthly to ensure accuracy in billing and progress, and raising issues or discrepancies
- Assign tasks to the consulting team and follow up to ensure that the tasks are being completed in a timely manner
- Review all work prior to dissemination to internal and external stakeholders
- Prepare various reports, documents, and presentations for various internal and external stakeholders

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- Attend internal and external land development meetings and prepare various items for meetings, coordinating logistics for meetings, preparing agendas and minutes, and disseminating information
- Work with internal team members in Leasing, Construction and Finance to execute projects from inception to completion
- Proactively work with the Vice President of Preconstruction to manage changes in project scope, identify potential crises and devise contingency plans
- Review competing stakeholder requirements and act as impartial client's agent through the decision-making process
- Ensure Brigil-specific project workflows are followed, including internal Brand Standards
- Ensure quality benchmarks in progress deliverables are met, by following quality verification procedures.

Knowledge, Skills and Abilities:

- Minimum of three to five years of experience in the Construction industry, Real Estate Development, or related fields
- Post-secondary education architecture, architectural design, urban architecture, engineering or building science, or related field
- Strong knowledge of Microsoft Office (Outlook, Excel, Word, PowerPoint). Experience with AutoCAD, Adobe Creative Suite and Microsoft Project would be considered an asset
- Excellent time management skills and the ability to work to strict deadlines
- Strong organizational and administrative skills with keen attention to detail and time management skills
- Excellent customer service skills and a positive attitude, with the ability to nurture and grow stakeholder relationships
- Self-motivated with the ability to work independently and in a team environment
- Knowledge of construction management and construction practices
- Demonstrated strong communication skills, verbal and written
- Ability to read drawings and challenge/question proposals
- Innovative and creative problem solver who has experience challenge the status quo to create a better product.
- Valid driver's license with the ability to travel throughout the City.
- Knowledge of prevailing building codes (NBC, OBC, RBQ) would be considered an asset.
- Knowledge of commercial, office and retail leases and contracts would be considered an asset

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- Bilingualism a strong asset, whether English preferred language

If you are a motivated, ethical person with excellent professional judgment who seeks to have a direct impact on the success of the company and to grow with it, this position is for you.

What Brigil can offer you:

- A competitive salary.
- Subsidized lunch. Free coffee, drinks and snacks.
- Insurance package.
- Being a part of a dynamic team in a growing business that builds with purpose.
- Free parking at your place of business: 98 Lois St., Gatineau.

Please send your resume and cover letter to our Human Ressources at : rh@brigil.com

About Brigil

Founded in 1985 by Gilles Desjardins, Brigil has greatly contributed to the economic development of the National Capital Region. Brigil has provided homes for an entire generation, and intends to continue building for those to come. Closely linked to the communities it serves, Brigil has donated several million dollars to more than 300 organizations in the National Capital Region. Gilles Desjardins has also been recognized as one of Quebec's greatest patrons of the arts, and was awarded the Meritorious Service Medal of Canada by the Governor General on November 5, 2018. The company currently has some 30 communities in the National Capital Region (12,000 units) and plans to build 33,000 new housing units over the next 15 years. Sustainable development and environmental protection are part of Brigil's DNA, as is the enhancement of heritage and historic buildings. This is why our mission goes beyond that of a builder. We build with purpose.