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## MANAGER, PROJECT IMPLEMENTATION

The Daniels Corporation builds with a passion for creating vibrant communities in every sense of the word. Daniels looks beyond the bricks and mortar, including social, cultural and economic infrastructures that will create a unique sense of place. This commitment has been an integral part of Daniels' corporate philosophy for over 35 years. Daniels has built more than 30,000 award-winning homes and apartments, master-planned mixed-use communities, and commercial and retail spaces, and has earned its standing as one of Canada's largest and preeminent builder/developers.

Daniels is looking to recruit a Manager for the Implementation Team at the Toronto office. Reporting to the Director of Project Implementation, the Manager will take a lead role managing the design, development and execution of projects. This dynamic, multi-faceted role provides an opportunity to gain hands on development experience, grow in a supportive and entrepreneurial environment, and work on projects from inception to completion.

### Responsibilities:

- Be an active participant of an interdisciplinary team that manages complex mixed-use projects through the entire development process (design, permits, sales and leasing, construction, and closings)
- Manage the design of complex building programs, including the design and layout of residential suites, common area amenities, servicing components and building architecture
- Coordinate communication between project stakeholders on project status updates
- Manage project schedules and timelines
- Manage contract preparations and negotiations
- Manage the preparation of materials required for apartment leasing and condominium project sales and registration, including legal documents, marketing material, operating budgets, and suite layouts
- Assist with a variety of miscellaneous projects, including preparation of reports, RFP responses, benchmarking, coordination, and other related assignments as required
- Participate in the creation and maintenance of complex pro forma models for new development projects across multiple sectors, including condominium, rental, retail, seniors housing, and office

### Requirements:

- University degree in Design, Planning, Finance, Engineering or a related field
- 2-5 years of experience in the real estate or related industry
- Proficient in Microsoft Office; comfortable working with numbers in Excel and using Word and PowerPoint to present information

- Exceptional project and time management abilities, with demonstrated experience undertaking concurrent tasks and managing multiple projects
- Good sense for design
- Strong written and oral communication skills
- An entrepreneurial work ethic
- Strong interpersonal skills
- Ability to develop and maintain solid working relationships

The Daniels Corporation welcomes and encourages applications from people with disabilities. Accommodations are available upon request for candidates taking part in all aspects of the selection process.

If you are interested in this position, please send your resume to Ginette Battikha at [gbattikha@danielscorp.com](mailto:gbattikha@danielscorp.com).

We thank all applicants for their interest in this position, however only applicants selected for an interview will be contacted.