



KAINAI

P.O.Box 60
Standoff, Alberta
T0L 1Y0

BLOOD TRIBE ADMINISTRATION JOB POSTING

POSITION TITLE: Project Manager – Blood Tribe Housing
DEPARTMENT: Housing
POSITION: Permanent
POSTING OPEN DATE: April 17, 2019 **POSTING CLOSE DATE:** May 17, 2019

GENERAL DESCRIPTION:

The Project Manager coordinates the New House Construction Projects, Canada Mortgage Housing Corporation (CMHC) Renovation Projects, Housing Renovation Projects and develops effective ways to provide and maintain housing for the Blood Tribe membership. The Project Manager ensures that the New House Construction Project, Canada Mortgage Housing Corporation (CMHC) Renovation Projects, Housing Renovation Projects, meets a predetermined schedule and a predetermined budget. The Project Manager ensures that all work orders from the Housing Director are completed. The incumbent coordinates schedules and supervises crews of workers to obtain the necessary expertise for each job or work order, ensuring that the work meets the following codes and specifications: Alberta Building Codes, National Building Codes and Blood Tribe Housing Specifications.

NECESSARY TRAINING AND EXPERIENCE:

- Post-Secondary Education in Business, Construction Technology, Project Management, Architecture, Civil Engineering or a related field.
- Minimum 5 years of work experience in project management and managing projects throughout their lifecycle. In addition, must have extensive experience in the construction industry.
- A combination of education and experience may be considered
- Project management certification, or working towards, considered an asset.
- Must have a valid driver's license and a reliable mode of transportation
- Must submit an updated Criminal Record Check

If you are interested in this opportunity, please submit a cover letter, resume, a criminal record check and copies of your credentials to:

Blood Tribe Administration Human Resources

P.O. Box 60

Standoff AB, T0L 1Y0

Attention: Marlene Blood

OR APPLY ONLINE @ www.bloodtribehr.com

DEADLINE: MAY 17, 2019

Late and/or incomplete applications will not be accepted. Only those candidates selected for an interview will be contacted. For more information, please contact Marlene Blood @ (403) 737-8219