

Reserve Fund Specialist, Building Science

Job #1525

Davroc & Associates Ltd.
Brampton, Ontario, Canada

Job Title

Reserve Fund Specialist, Building Science

Description

Davroc & Associates Ltd. is a Canadian owned firm of Consulting Engineers providing a full range of engineering services in connection with the construction, maintenance and rehabilitation of buildings and structures. We seek an intermediate Engineer or Reserve Fund Specialist to join our team. The person will be responsible for the delivery of reserve fund planning reports and audit services.

Responsibilities:

- Accountable for the execution and delivery of reserve fund studies and building audits
- Builds relationship with clients, sub-consultants and internal staff in order to meet deadlines and expectations
- Maintains existing client base and builds new business by identifying leads, responding to RFPs and formulating agreements
- Manages performance and coordinates deliverables with internal and external project teams delivering services to clients
- Provide technical expertise to clients and project teams throughout repair /designs
- Prepares project proposals, investigation reports, engineering specifications, reserve fund reports
- Manages project deadlines, budget, and quality

Qualifications:

- Degree/Diploma in Civil Engineering, Architecture or Construction related discipline
- A P.Eng., CET or a BSSO designation is required
- Minimum of 3 to 5 years of reserve fund planning and project management experience in a consulting engineering firm
- Proven experience in performing building evaluations, planning and reserve fund studies, strong knowledge of building codes & Tarion program

Other competencies:

- Project management skills and the ability to manage performance of others
- Ability to build collaborative relationships with clients, technical staff, and sub-consultants
- Ability to provide strategic focus and technical leadership to clients and project team
- Ability to gather and diagnose information, interpret data and drawings and assess conditions of multiple components

- Proven analytical problem solving skills
- Proven business development acumen with the ability to influence others to gain support for ideas, proposals, projects and solutions
- A proven team player who fosters team work and cooperation
- Excellent verbal, written communication skills including presentation skills
- Strong working knowledge of MS Office-Word, Excel, Outlook. PowerPoint

How to apply:

Become a valued member of our team with the potential to grow and manage your own team. We offer a competitive compensation and benefits package.

Please email your resume to: **hr@davroc.com** with the subject line of the position you are applying for.

We appreciate your interest in joining the Davroc team, however we will contact only those candidates who are short-listed to set up an interview. Thank you.