

## We're Hiring

### Senior Project Manager /Estimator – Waterloo

*If you're a professional Project Manager/Estimator with exceptional people skills, an entrepreneurial spirit and 10 + years of ICI construction experience, we'd like to hear from you! S.G. Cunningham Limited is seeking a full-time, permanent addition to our team. If you'd like to chat, please send your resume to [beverley@cunningham.on.ca](mailto:beverley@cunningham.on.ca).*

#### Responsibilities:

- Managing Industrial, Commercial, Institutional (ICI) construction projects
- Maintaining positive Client relationships and nurturing new business development
- Estimating and overseeing the tendering process
- Developing and monitoring budgets and related documents (purchase orders, change orders, invoices, progress draws, etc.)
- Reviewing construction contracts
- Preparing construction schedules
- Communicating and building positive relationships with key stakeholders
- Tracking and approving shop drawings
- Identifying potential design and construction problems
- Ensuring as-built drawings are properly maintained
- Enforcing S.G. Cunningham safety policies
- Motivating the project team to achieve desired results



[www.sgcunningham.com](http://www.sgcunningham.com)

#### Qualifications Required:

- Relevant college degree
- Computer literate; proficient in Microsoft Office; Microsoft Project at an intermediate level
- Ability to read blueprints, shop drawings and construction specifications
- Sound knowledge of construction safety, OHSA and Regulations for Construction Projects
- Gold Seal Certification, LEED experience and knowledge of AutoCAD are assets
- Valid driver's licence

#### Ideal Candidate Attributes:

- Self-starter with a strong work ethic
- Organizational, communication and problem-solving skills
- Ability to multi-task *and* keep an eye on details
- Positive attitude and a team player