

## Project Manager

### Fixed Term Contract

The Bermuda Land Development Company Limited (BLDC) was formed by the Bermuda Government in 1996 to foster the development of roughly 400 acres of previously occupied military lands in Bermuda, i.e. Southside, Daniels Head, Tudor Hill, and Morgan's Point. BLDC's mandate is to integrate these lands into Bermuda's social and economic fabric, creating opportunities for increased employment now and in the future, in the furtherance of the well-being of present and future generations of Bermudians.

BLDC is seeking a highly motivated, customer focused individual to fill the position of Project Manager. The successful candidate will report directly to the Design and Construction Manager and have responsibility for the following:

- Manage concurrent projects as assigned; attention to detail is essential
- Oversee contracts from start to completion i.e. prepares tender documents including technical design scopes, project scope of works, schedules, and contract documents
- Ensure accurate coordination of all project contractual and financial requirements, job costs and adhere to progress schedules
- Meet with all contract stakeholders as required, produce notes and keeps accurate records
- Procure and oversee professional services' contractors as needed
- Ensure adherence to best practices with respect to local building codes

Interested candidates should meet the following education, experience, and skill requirements:

- A Bachelor's Degree in Construction or Project Management, Architecture, or a related field with three (3) years' post-qualification work experience. In lieu of meeting the stated educational requirements, consideration will be given to applicants with 7+ years project management experience with a thorough knowledge and understanding of contract documents, plans, sketches, and drawings
- A comprehensive working knowledge of Bermuda's Building Codes and Standards, Building Technology, Safety Standards and Practices and all applicable local Government regulations and guidelines
- The ability to effectively communicate and present information to all stakeholder groups including government officials, industry professionals, contractors, management and the general public
- Must be a self-starter, capable of working independently and in a small team
- Proficient in Microsoft Office Suite and Project Management Software. AUTOCAD experience would be an asset

Interested applicants are invited to apply to the Bermuda Land Development Company Limited (BLDC), Triton House, 1 Longfield Road, St Georges DD 03, Email: [hr@bldc.bm](mailto:hr@bldc.bm). Tel: 293-5712. **Closing Date:** August 17, 2018