

Put your leadership to work on site (and in the community).

We're hiring a Project Manager for our growing social enterprise.

[APPLY NOW](#)



Project Manager - Construction

The Built Collective is a new cutting-edge renovation company located in Paradise, Newfoundland Labrador. We provide carpentry, plumbing and electrical services through innovative apprenticeships that empower women, advance equity, and strengthen communities in construction. As a social enterprise, the company creates social impact while upholding a strong commitment to quality work and outstanding customer service.

Position Overview

We are seeking a highly organized and detail-oriented Project Manager to join our team at the Built Collective. This role is critical for overseeing and managing construction projects from providing estimates to final delivery, ensuring tasks, deadlines, and budgets are met while upholding the highest standards of safety, quality and inclusivity. The ideal candidate will have in-depth knowledge of Canadian construction safety codes, particularly Newfoundland and Labrador regulations.

Key Responsibilities

Project Planning and Execution:

- Develop comprehensive project plans encompassing timelines, budgets, and resource allocation, while monitoring expenses and identifying cost-saving opportunities that maintain quality
- Prepare accurate renovation quotes and collaborate with clients on projects
- Create and manage schedules, coordinate vendors and team members, and monitor progress to ensure timely completion
- Perform regular site visits to oversee quality, resolve issues, and maintain adherence to specifications
- Manage procurement of materials, maintain supplier relationships, and track inventory for timely delivery

Safety, Compliance, and Documentation:

- Enforce site safety protocols and ensure compliance with Newfoundland OHS, CSA codes, and national standards
- Ensure proper PPE and safety training for all team members; conduct regular safety inspections and corrective actions
- Secure necessary permits and maintain compliance with NBC, CEC, and municipal regulations
- Keep accurate records of permits, inspections, contracts, change orders, and progress reports; submit timely updates to stakeholders

Communication and Team Leadership:

- Serve as the primary point of contact for customers and team members, providing regular updates and addressing concerns
- Foster an inclusive, respectful work environment and promote Diversity, Equity and Inclusion (DEI) principles in team collaboration and supplier selection
- Encourage diverse perspectives to enhance creativity and problem-solving within the team
- Supporting the performance management for the team, helping with goal development and timelines

Qualifications

- 5+ years of experience in construction project management or renovations
- Trade background or Red Seal certification (e.g., carpentry, electrical, plumbing)
- Strong budgeting, cost control, and estimating skills
- Strong knowledge of construction processes, safety standards, and building codes
- Proficiency with project management software
- Excellent communication and leadership skills, with experience managing teams and mentoring new apprentices
- Ability to manage multiple projects in a fast-paced environment
- Ability to conduct site visits in varying weather conditions
- Comfortable working in active construction environments
- Familiarity with permits, codes, and compliance requirements
- Applicants must be legally entitled to work in Canada
- The ability to be bonded is required

Assets:

- A Canadian recognized Project Management Certification
- Ability to read and interpret architectural drawings and technical specifications
- Experience managing tender packages and QA/QC procedures
- Knowledge of environmental regulations for waste management and hazardous materials
- First Aid, WHMIS, and Fall Protection certifications

Benefits:

- Competitive salary (\$70,000 - \$95,000 CAD annually)
- RRSP contribution
- Vacation days and paid time off
- Health, dental, and vision insurance
- A workplace committed to DE&I
- Professional development opportunities

Job Type: Full-time/40 hrs per week

Duration: 1 yr contract (possibility of extension)

Location: St. John's, NL (surrounding areas)

Important to know: Don't meet every single requirement? If you're excited about this role but your past work and lived experience doesn't tick all the boxes for every qualification in the job description, we encourage you to apply.

Apply: via Indeed or email resume to Cindy Fowler - cfowler@womenapprentices.ca

Deadline: Extended to February 28, 2026 (11:59pm)

If you require accommodation during the recruitment process or require this job advertisement in an alternative format, contact Cindy cfowler@womenapprentices.ca or (709) 725-2237. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

The Built Collective is a project developed by the Office to Advance Women Apprentices. Funding for this initiative has been provided by the Government of Newfoundland and Labrador through the Canada – Newfoundland and Labrador Labour Market Development Agreement. The Built Collective is an equal opportunity employer committed to a work environment that supports, inspires, and respects all individuals and in which personnel processes are merit-based and applied without discrimination.

