

Our Company

Cantiro is a well-established real estate firm with an outstanding reputation in the Edmonton Metropolitan Region and Fort McMurray. Cantiro includes, **Cantiro Communities, Cantiro Homes, Cantiro Residential Rentals and Cantiro Commercial**. The company values its employees and is committed to maintaining a positive and productive work environment. Senior management has carefully selected a team of individuals who are energetic, professional, passionate, and work cohesively. Cantiro is poised for ongoing growth and seeks a **Development Manager** to join **Cantiro Communities**.

Overview

The **Development Manager** is responsible for the management of select land development projects from beginning to end, executing the project successfully on behalf of Cantiro and its investors. This includes project setup, management of project financials, coordination of municipal approval processes and entitlements, coordination of engineering drawings, management and monitoring of the construction program, builder and public land sales, execution of the sales and marketing programs, responding to inquiries and other duties as necessitated by the nature of each project.

Candidates for the role should have a minimum of 3 to 5 years of related project management experience managing multiple aspects of land development projects, a thorough understanding of Edmonton's zoning and entitlement process, a strong financial acumen—including an understanding of levies and over expenditures, and a recognized passion for the real estate industry. Candidates must have excellent communication skills, a positive attitude, and a strong work ethic. In exchange for your hard work and determination you will receive an attractive compensation package and the opportunity to develop your career with a true employer of choice.

Specific Duties and Responsibilities

Project Planning

- Work with management to determine servicing requirements based on builders' needs and market conditions
- Work with consultants and municipal officials to obtain necessary planning and engineering approvals within an appropriate timeline to bring necessary product to market

Project Management

- Execute projects plans, working with municipal officials, consultants, contractors, builders, and Cantiro's senior management
- Attend project meetings with emphasis on project schedules, issue identification and resolution

- Ensure construction is completed and inspected on schedule and on budget (working with Cantiro's construction manager)
- Follow up and resolve identified project issues, escalating when required
- Manage project budgets including reviewing cost estimates, pricing lots, creating proformas, managing/reporting on over-expenditures, and properly forecasting cash flows

Sales & Marketing

- Regular follow up with builders to determine subdivision/builder performance, issues, and opportunities
- Coordination of land sales to builders and public purchasers
- Respond to public and builder information inquiries
- Understand market, economic drivers, and competition
- Oversee project marketing programs

Reporting

- Monitor and report on current status and activities of projects, including project financials and budgets
- Prepare quarterly cash flows
- Prepare quarterly investor updates and annual reports
- Prepare monthly third-party sales updates

Other duties as required.

Qualifications

Education & Experience

- Undergraduate degree, preferably in business, planning, or engineering
- 3-5+ years of relevant experience
- Experience managing budgets, completing cash flows, and proformas
- Experience working with consultants, contractors, administration, and home builders
- Knowledge of the practices and principles of community development
- Knowledge of relevant legislation and policies relating to land development
- Understanding of municipal levies, over expenditures, recoveries, and cost sharing practices
- Understanding of the Edmonton and area real estate market

Other Skills & Requirements

- Excellent communication skills
- Well-organized, with the ability to prioritize work, multi-task, meet deadlines, and work in a fast-paced environment

- Able to think critically, identify potential issues before they arise, and find creative solutions
- Able to lead a team and resolve issues with a variety of project stakeholders such as homeowners, builders, consultants, contractors, and municipal officials
- Self-starter, able to obtain complete and accurate resolutions from company or industry resources
- Able to build and maintain relationships internally and externally
- Able to prepare concise, accurate, and clear written materials
- Strong knowledge of Microsoft Word, Excel, PowerPoint, and social media
- Professional membership or affiliation is preferred
- A valid driver's license and your own vehicle

Cantiro includes:

Cantiro Communities

Cantiro Communities is a prominent land developer that plans, creates and builds thoughtfully designed communities. Over the last 20 years, we have built a record of successful developments by turning over 7,000 acres of raw land into flourishing communities that many families proudly call home today. The Communities team is a prominent member in the Alberta development community and has developed communities that continue to grow and prosper in Edmonton, Fort McMurray, St. Albert, Sherwood Park, Spruce Grove, Leduc, Strathcona County, and Sturgeon County.

Cantiro Homes

Cantiro Homes is a homebuilder, building approximately 200 homes per year with an expansive portfolio of home options ranging from the starter market to homes valued at over \$1 million. Cantiro Homes is dedicated to creating homes of spectacular beauty, character and quality, with a strong commitment to customer service. Founded in 2008, Cantiro's superior customer service approach was awarded the JD Power Award for Customer Satisfaction three years in a row, among several other awards for inspired home designs, environmental integrity, value, and our sales team.

Cantiro Residential Rentals

Cantiro Residential Rentals provides homes for those wanting the flexibility of renting in our communities. We provide amenity rich options for those not wanting to purchase their own homes at all different life stages. Current projects include CX in downtown Edmonton, just south of Jasper Ave and 110th Street.

Cantiro Commercial

Cantiro Commercial is focused on building and leasing commercial projects in the Edmonton Area. Building on the industry-leading projects and land positions held by the group of companies, Cantiro Commercial will create viable commercial projects in existing Cantiro locations, complementing its residential development portfolio as well as go forward strategic commercial acquisitions.

Please apply through our website <https://cantiro.ca/about/careers/> or forward your resume to careers@cantiro.ca Subject: Development Manager