



## External Posting

We have an immediate career opportunity for...

**Position Title:** Senior Cost Consultant

**Reference Number:** C-510-040

**Department:** Cost Consulting

**Location:** Halifax, Nova Scotia

**Primary Objective:**

Provide a variety of cost consulting (construction estimating) services to new and existing clients.

**Date Position Available:** ASAP

**Key Responsibilities:**

- Maintain ongoing client communication and resolve issues expeditiously.
- Ability to prepare, coordinate and deliver reports/estimates on schedule and within specified fees.
- Preparation of fee estimates and effective project planning.
- Ability to address issues proactively with client and consultants.
- Conduct regular follow-up meetings and project debriefs with clients to ensure high levels of satisfaction and to identify areas for continuous improvement as well as additional services required.
- Manage client relationships in a manner that leads to contract renewal, referrals and service expansion including up-sells and cross-sells.
- Provide a full range of cost consulting services to new and existing clients.
- Conduct needs analysis and innovate solutions which meet the client's unique requirements.
- Ability to maximize the use of appropriate software and technology and teach others how to do the same such as CAD, Timberline, Excel, Work, Digitizer and PowerPoint.
- In depth knowledge and expertise in all aspects of cost consulting including project monitoring, cost planning and other cross over services.
- Multi-dimensional understanding of the real estate and advisory industry.
- Skilled at delegating work which develops team members' capabilities.
- Self-motivated with a high degree of integrity, honesty and ethics.
- Client focused with a proven ability to build and maintain business relationships.
- Excellent communication skills – interpersonal, written & presentation.
- Good organizational skills – documentation.

**Regular Work Hours:**

- As per client and corporate requirements – flexibility required with significant time investment during periods of heavy demand.
- Attend marketing and professional development events as required

**Education/Professional Development/Work Experience Requirements:**

- PQS qualification
- Extensive knowledge of the construction industry including development, contracting and consulting sectors
- CIQS standard method of measurement – elemental/trade
- Provincial Lien Act
- Standard contract conditions – CCDC
- LEED® AP( is an asset)
- Mechanical & Electrical Systems - Good Working Knowledge
- National Building Code of Canada Familiarity
- Estimate Classes & their Application
- Member of RICS and/or CIQS

**Number Of Positions Available: (1)****Interested? Know Someone?**

Enthusiastic individuals interested in applying for this position are encouraged to submit their resume and cover letter to [HRCanada@altusgroup.com](mailto:HRCanada@altusgroup.com) quoting REFERENCE NUMBER C-510-040.