

## Vice President of Construction

### Client Overview:

Urban Innovations, Ltd. is a leading Chicago-based real estate development firm with experience in acquisition, construction, asset management, leasing and management of commercial properties. Since its founding in 1978 UI has been instrumental in the development of River North as one of the most vibrant destinations in Chicago. UI specializes in providing quality commercial loft space. The firm's portfolio includes 11 properties in Chicago and Milwaukee totaling nearly 1,030,000 square feet of space.

### Position Overview:

Oversees all aspects of the construction of the commercial properties, including the management and maintenance of outsourced contractors and hiring and managers of in house construction employees; maintains the quality and value of the properties for the owners, occupants and users of the properties; and provides timely outputs for projects at or under estimated budgeted costs. Oversees all aspects of 3<sup>rd</sup> party construction projects including project prospecting, bidding, securing the work and seeing the project through fruition. Builds relationships and actively markets 3<sup>rd</sup> party construction opportunities.

### Essential Duties and Responsibilities:

- Successfully market the department, developing and expanding on current relationships as well as new clients.
- Oversees all aspects of the Construction Team
- Participates in annual development and semi-annual review of departmental goals and corporate objectives and communicates goals to the entire Construction Team
- Provides due-diligence services to the Acquisitions Team
- Supports Construction Project Managers with coordination of design build activities related to base building construction/renovation, major repair and maintenance and tenant improvement projects
- Coordinates the execution of the business plan to achieve the corporate objectives with the President and other managers
- Reviews estimates, evaluates and selects subcontractors, manages Project Manager to insure control of cost, schedule, scope, safety, and quality of work, and maintains relationships with customers and subcontractors
- Ensures compliance with Urban standards contracts, purchasing procedures, insurance procedures and policies, purchasing methodology, construction standards, level specifications, and architectural initiatives
- Coordinates and negotiates planning, construction, contract requirements, and funding of projects with other City departments, other government agencies, and private financing sources
- Assists builders and developers in all phases of City building permit application process including site plan review, engineering requirements, and other related criteria
- Facilitates negotiations with City staff, other governmental entities, lenders, and others
- Supervises phases of assigned development projects and monitors projects in order to ensure that plans and policies are followed
- Coordinates project management efforts with lenders and developers
- Assists and prepares cost estimates, budgets, project designs, plans, reports, project analysis, and other documents as required
- Works closely with other departments to coordinate implementation of key pieces of approved plans
- Assists and prepares cost estimates, profomas, budgets, reports, project analysis
- Works closely with the Property Management & Leasing Team to develop comprehensive property budgets which include projected capital and tenant improvement expenditures.

### Qualifications:

- Four year undergraduate degree (Construction Management, Engineering or Architecture major preferred)
- 5-10 years of relevant construction management experience, preferably for a Property Management company
- Excellent verbal and written communication skills
- Entrepreneurial spirit and strong professional demeanor
- Established approach to problem-solving and decision-making

### Application:

Please apply via email at [careers@urbaninnovations.com](mailto:careers@urbaninnovations.com).