



JOB DESCRIPTION

DIRECTOR OF CONSTRUCTION & DEVELOPMENT

COMPANY OVERVIEW

Founded in 2010, Swift Real Estate Partners is a premiere vertically-integrated real estate operating company, focusing on West Coast value-add office and industrial properties. Swift owns and operated over 5 million SF with a proven track record of providing superior risk-adjusted returns to its investors.

POSITION OVERVIEW

The Director of Construction & Development is responsible for the execution of development strategy and plans for the company's projects. Partnering with the investment and property management teams, the Director is involved with site and/asset acquisition, underwriting, entitlements, land planning, architectural and design decisions, construction, financing, marketing strategy, lease-up and other various aspects of construction. Reports to the Managing Director of Operations.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Exceptional ability to manage multiple, complex TI's, renovations, and development projects including core and shell, capital, repositioning, and development projects.
- Strong pre-construction management services including hazard and risk analysis, design team selection, scheduling, budget development, value engineering, permitting, contractor bidding, design coordination and management project safety
- Oversee project management services with a broad spectrum of skills to every phase of the commercial construction cycle ranging from day-to-day department operations to managing various specialized projects such as schedule coordination, quality control/assurance; monitoring; health/safety/environment management; lien release etc.
- Strong and proven track record of strong financial performance and strategic analysis.

SUPERVISORY RESPONSIBILITIES

Leadership responsibilities include being responsible for the overall direction, coordination, and evaluation of employees within the Construction and Development Group. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring and training employees; planning, assigning and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

QUALIFICATIONS

- 10 years career experience in CRE construction/development
- Outstanding communication skills
- Excellent leadership skills and supervisory experience, including strong training and mentoring skills
- Bachelor's Degree in related field
- Licensed GC a plus
- Architect credentials and/or experience a plus

ABOUT OUR BENEFITS:

In exchange for your talent and dedication, Swift Real Estate Partners offers a comprehensive healthcare and flexible spending benefits plan that includes full coverage of the employee's healthcare premiums, and coverage at 50% of the dependents premiums. In addition, we offer competitive salaries and bonus opportunity, an excellent 401(k) plan with a dollar for dollar match up to the employee's annual 4% contribution of eligible comp, 13-holidays per year and a Community Service Day, in addition to a terrific work environment with growth opportunities!