



Job Posting: Project Manager, Affordable Housing Development

CCOC is looking for a Project Manager to assist in creating new affordable housing

About us:

[CCOC](#) is an innovative and award-winning non-profit landlord and a recognized affordable housing leader with over 50 properties located in downtown Ottawa providing nearly 1,600 affordable homes. For over 40 years, CCOC has created, maintain and promoted housing for low and moderate income people.

Cahdco is CCOC's non-profit real estate development corporation. Cahdco combines the affordable housing experience and resources of CCOC with a team of development, construction, and project management experts. Current Cahdco clients/partners include Carefor Community and Health Services, King's Daughters and Sons, Multifaith Housing Initiative, Ottawa Salus, Regional Group, and the Youth Services Bureau.

The position:

Development Project Managers oversee the planning and implementation of affordable housing and mixed use social-purpose real estate projects. Development Project Managers are self-starters with strong organizational skills and solid project management experience who are comfortable with complex projects, big numbers and tight deadlines.

Development Project Managers are employees of CCOC, but work as part of the Cahdco team to support the CCOC & Cahdco board of directors' in planning for new affordable housing. This is a two year contract with the possibility of renewal.

[The full job description including salary and benefits is here.](#)

Qualifications:

- Experience/Education in one of construction management, engineering, architectural design, real estate development and municipal land use planning
- Experience in Project Management
- Knowledge of Microsoft Office (incl. Microsoft Project)
- Excellent writing skills (English)

Forward resume & cover letter by email [hiring@ccochoosing.org](mailto: hiring@ccochoosing.org)

Deadline for application is Monday April 4, 2016, 5 pm.



Graeme Hussey

Development Manager

www.cahdco.org

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