



BCNPHA

BC Non-Profit Housing Association

Position: Building Condition Assessor
Organization: BC Non-Profit Housing Association
Location: Vancouver, British Columbia
Hours: Full Time: 37.5 hours/week
Deadline: When position is filled.

BACKGROUND

The BC Non-Profit Housing Association provides leadership and support to members in creating and supporting a high standard of affordable housing throughout British Columbia. BCNPHA members are primarily non-profit housing providers. Other members include individuals and organizations that care about affordable housing. The Asset Management Department provides Energy Management and Capital Planning services to non-profit housing providers with the goal to reduce operating costs, prolong existing housing stock, and increase housing stock size to better meet rising housing demands.

BCNPHA is the umbrella association for non-profit housing providers in BC providing services, education, events, and advocacy to over 500 non-profit housing societies who provide more than 60,000 units of affordable housing at more than 2000 sites across the province.

The Asset Management Department is searching for someone to take on the role of Building Condition Assessor who will be working primarily on developing and expanding our Building Condition Assessment Service for the non-profit housing sector. The role will be a full time contract position assisting the Asset Management Department carryout its mandate to provide support to the non-profit housing sector.

If the job description below interests you, please submit a covering letter and resume to brianj@bcnpha.ca.

POSITION SUMMARY

Provide technical services related to Building Condition Assessments, building retrofits and BCNPHA services developed to advance and sustain the non-profit housing sector

Key responsibilities

- Program/Services Support:
 - Conducting elemental evaluation of building components for a variety of non-profit clients across the province
 - Assess client facilities utilizing professional expertise and judgment to determine physical condition, conformance with building codes, relevant inspection criteria and building repair and replacement costs using RSMeans
 - Documenting building components with written descriptions and photographs.
 - Analyzing building systems documented in photographs and extrapolating condition information.
 - Data entry within established guidelines in client-specified software (training will be provided).
 - Use Ameresco's AssetPlanner™ software or BCNPHA internal templates to document building equipment and components, provide justification for determination of the physical condition, and complete reports
 - Building portfolio includes single detached family homes, duplexes, rowhouses, townhouses, MURBs, care homes and commercial spaces
 - Assess multiple buildings daily identifying major components and sub-components as well as supporting systems
 - Support Operations department with the promotion of BCA service.
- Collaboration:
 - Consult and engage with key stakeholders across the organization to exchange information, present new approaches and discuss equipment/system changes, including identifying opportunities to streamline business processes through the use of technology.
- Development:
 - Monitors technical advancements, regulations, and best practices relevant to clients in the application of Building Condition Assessments
 - Possessing familiarity with building maintenance and repair with a focus on collaborative problem-solving based on life-cycle cost analysis.

QUALIFICATIONS

Education, Experience and Skills

- Community college diploma in relevant field (such as architectural technology, civil, mechanical electrical engineering, building science or building engineering) and 1-3 Years of relevant work experience

- General knowledge of technical standards and process in completing building condition assessments as per American Society for Testing and Materials (ASTM) Practice E2018-15 “Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process”
- General knowledge of building science that includes the following: base knowledge of all areas of study – architectural building envelope, mechanical and electrical building systems or site components
- Proficient ability to read architectural drawings
- Proficient computer (MS office, Word, Excel, PowerPoint) and database skills
- Must have valid driver’s license
- Must be able to travel by car and airplane to non-profit buildings across British Columbia
- Strong problem solving skills and ability to adapt to a changing environment are a must to be successful in this changing sector.
- Have the ability to understand and use technical products and identify and resolve technical problems
- Ability to meet critical deadlines and prioritize multiple tasks in a fast-paced environment
- Collegial, team-oriented disposition with the desire and ability to establish cooperative working relationships with employees at all levels

Compensation & Working Conditions

- Family friendly work hours
- A diverse team in a sociable, professionally rewarding work environment
- Some travel throughout British Columbia required
- A comprehensive extended health benefits package for you and your dependants
- Salary: \$55,000 to \$70,000 commensurate on experience
- Reports to BCNPHA Program Delivery Manager
- Will work very closely with the following:
 - Internal; Asset Management Department and all Association departments, and
 - External; Utility companies, and non-profit housing providers.

APPLICATION PROCEDURE

Please apply with a resume and cover letter to Brian Jung, Program Manager at brianj@bcnpha.ca with the subject line “Asset Management Specialist – LASTNAME”. Application remains open until position has been filled. While we thank all candidates for their interest, only those selected for an interview will be contacted.

BCNPHA is an equal opportunity employer that considers organizational diversity in all of our hiring.