

Project Manager/Coordinator

Company Description

Building Theory specializes in designing and developing structures, precast systems, and building solutions for projects of all scales — from infrastructure improvements to multimillion-dollar ventures. We leverage advanced technologies, including BIM and 3D-6D modeling, to deliver efficient, cost-effective solutions with a strong focus on aesthetic design and construction savings.

Our client portfolio spans commercial, industrial, residential, educational, and healthcare sectors, including industry leaders. Building Theory is committed to fostering long-term partnerships with clients through a dedication to excellence, innovation, and customer satisfaction.

Role Description

This is a full-time, on-site position for a Project Manager based in our Toronto office. The Project Manager will oversee all phases of project execution, ensuring efficient coordination, timely delivery, and adherence to quality, budget, and schedule requirements.

This role requires a strong leader who can manage complex workflows, coordinate cross-functional teams, and serve as a trusted point of contact for clients and vendors throughout the project lifecycle.

Key Responsibilities

- Oversee projects from kickoff through completion
- Manage project timelines, schedules, and deliverables
- Coordinate internal teams (engineering, BIM, drafting) and external stakeholders
- Serve as the primary liaison with clients, consultants, and vendors
- Oversee logistics, expediting processes, and inspections as required
- Track budgets, scope, and change orders
- Review drawings, submittals, RFIs, and technical documentation
- Ensure quality control and compliance with project requirements
- Identify risks proactively and implement effective solutions
- Maintain high standards of performance, professionalism, and client satisfaction

Qualifications

- 3+ years of experience in project management (engineering, construction, precast, or related field preferred)
- Strong understanding of construction and design workflows
- Proven ability to manage multiple projects simultaneously
- Excellent communication, organization, and leadership skills

- Experience coordinating with clients, vendors, and multidisciplinary teams
- Proficiency with project management tools and Microsoft Office
- Experience with BIM or precast systems is a strong plus
- Ability to work on-site in Mississauga, ON

What is MUST:

- Valid working visa without requirement of sponsorship

Why Join Building Theory

- Work on high-profile, technically complex projects
- Be part of a growing, forward-thinking engineering firm
- Collaborate with a highly skilled, multidisciplinary team
- Clear opportunities for career growth and leadership advancement
- Competitive compensation based on experience
- Professional, fast-paced, and collaborative work environment in Miami

How to Apply

If you're a results-driven Project Manager ready to lead impactful projects and grow with a dynamic firm, we'd love to hear from you by emailing your cover letter and cv to ben.bayat@buildingtheory.com.