

Senior LEED Coordinator- Ontario

The Position

As a liaison with our engineering staff, the Senior LEED Coordinator is responsible for assisting production staff with LEED services. Duties will include researching green building products, technologies and design strategies and preparing LEED documentation. The successful candidate will have a holistic understanding of multi discipline sustainable design issues.

Requirements:

You are a self-motivated registered LEED Accredited Professional with a passion for working with other enthusiastic professionals in a team environment.

The position commands that you have completed a minimum of 6 complete LEED projects, including submission of all necessary paperwork to the CaGBC.

You have excellent written and verbal communication skills, efficient time management/organizational skills, and 5 or more years experience in administration of LEED services.

Candidate Profile

- Licensed Professional Engineer (PEng) – registered or eligible for registration with PEO is preferred, or the ability to obtain same is a valuable asset to have and highly preferred but not an absolute requirement
- Building design experience in building science, mechanical & electrical systems, and/or architectural design and modeling are all assets
- Ability to think mechanically and/or mechanically inclined
- Excellent computer skills
- Superior project management skills