



Property Condition Associate

About CODA:

CODA Consulting Group (CODA) provides quality, independent, engineering and environmental consulting with an emphasis on Client service to national real estate professionals, lenders, building owners, real estate advisors, and managers. Over the years, our staff has had the opportunity to work with a variety of different real estate entities in the evaluation of existing properties, as well as in the planning, design, and implementation of repairs, upgrades, or retrofits. We also represent owners during the planning, design, and construction of new facilities.

Position Description:

CODA is seeking an individual who can perform equity-level Property Condition Assessments (PCAs). Typical, not all-encompassing tasks associated with this position are listed below.

- Listen to Clients and understand project requirements.
- Perform visual assessments of the condition of existing buildings including site features, pavements, structure, exterior walls, roofing, interior finishes, mechanical, electrical, & plumbing systems, vertical transportation systems, fire / life safety systems, sustainable features, and disabled accessibility.
- Prepare technical reports to include the details of description and condition of existing buildings assessed.
- Determine immediate needs and probable future costs using industry-published standards as they relate to deferred maintenance, components with limited remaining useful life, and / or defective construction.
- Identify building systems that require additional assessment and manage specialty subconsultants.
- Integrate subconsultant findings in the CODA technical report and cost projections.
- Prepare building replacement costs using industry-published standards for insurance/building replacement purposes.
- Perform third-party, peer reviews of other consultants' reports.
- Perform peer reviews of CODA reports, opinions and other documents prepared by other CODA team members.

The ideal candidate should have the following:

- Bachelor's degree in Architecture, Engineering, Construction Monitoring, or a related technical field.
- Proficient knowledge of Microsoft Word and Excel. General willingness to learn and adapt to changing computer software.
- A minimum of 5 years of experience in a technical, building-focused role.
- Clear, written-communication capabilities are a must. Good verbal communication skills are also needed.
- Ability / willingness to travel up to 50% of the time.
- Maintain a continual awareness of Client needs.
- The ability to work independently and efficiently from a home office and communicate with all CODA team members.
- Professional registration (Professional Engineer, Registered Architect, Construction Management credentials) is a plus.

The candidate will be asked to support CODA's goals to:

- Develop and maintain strong relationships with Clients, often being their "first-to-call".
- Manage and mitigate the firm's risk and exposure, be involved in internal quality control, and maintain a basic knowledge of accepted building practices.

CODA believes that a harmonious working relationship between all employees is the best working environment. Among our objectives are providing a challenging and rewarding workplace and work experience, and we expect our employees to perform every task to the very best of their ability, voice opinions freely, and contribute with suggestions to improve the quality of CODA's services.

We offer our employees a comprehensive package of compensation, paid time off and health/ welfare benefits as will be further described to during an interview.

If you are interested, please send your resume, cover letter and salary expectations to Admin@codaconsults.com.

CODA Consulting Group is an Equal opportunity Employer