

Why Join SMS Engineering?

We have a saying that people come for the projects and stay because of the people. It's why the brightest join our team – it's an exciting, and supportive, place to work.

Our fast-paced environment offers the opportunity to work on projects of all types, expanding your knowledge base and exploring what makes you tick as a designer, contract administrator or project manager.

The collaborative environment we nurture will give the support needed while nudging you to try new ideas in your design and expand your role within our firm.

Develop professionally through our in-house mentorship program and education opportunities and by finding your area of expertise and earning specialized diplomas and certificates.

Our ownership group is active in our daily operations and promotes an open-door policy of idea sharing and continuous process improvement. This access to all levels of our organization provides an opportunity for career progression and to make an impact across all levels of our organization.

Our multi-disciplinary team has grown and branched out throughout the decades because we assist our employees with planning their careers and helping them to achieve their goals.

We collaborate with other leading providers in our industry, sharing innovative ideas and achieving lofty goals.

Are you our next Specifications Writer?

We are seeking a **Specification Writer** who will be responsible for maintaining and updating our specifications within all sectors in which we work. Your key responsibilities are to maintain and update our standard office construction specifications, including Division 00, 01, 21, 22, 23, 25, 26, 27, and 28. As a proven problem solver, you will also help to meet the technical requirements of our projects delivering excellence, innovation and ingenuity to our clients.

As a Specification Writer you are expected to:

- Lead specifications development and maintain office master specifications to meet the latest MasterFormat, SectionFormat, and PageFormat standards.
- Collaborate with project teams to produce project-specific specifications.
- Research local market products, equipment, and installation methods.
- Administer the RIB SpecLink Cloud (formerly BSD SpecLink) platform for the office.
- Train staff members about the use of office master specifications.
- Guide and train staff in the use of the RIB SpecLink Cloud (formerly BSD SpecLink) platform.
- Collaborate with designers and contract administrators to implement project experience into the master specifications

What You Bring:

You are well qualified for this role if you:

- Have 8 or more years of industry experience with writing specifications for public or private sector projects with capital costs beyond \$15M.
- Hold a degree or diploma in engineering, engineering technology, building sciences, or similar.
- Are you a member of Construction Specifications Canada with Registered Specification Writer (RSW) or Certified Specification Practitioner (CSP) designations, or taking courses toward these designations.
- Are knowledgeable of local codes and standards including the National/Manitoba Building Codes, CSA Standards, and NFPA standards related to mechanical and electrical building systems.

- Thrive in an extremely fast-paced environment where you practice your skills of multi-tasking and prioritization.
- Can be entrusted to work with confidential information, non-disclosure agreements, and required federal, provincial, military or other security clearances.
- Enjoy working within a team and collaborating with fellow employees, clients, contractors and other design teams to meet deadlines and deliver quality results within budget.
- Are at ease working independently and representing the company at the highest levels.
- Have strong organizational and time management skills.
- Have exceptional written and oral communication skills.
- Are skilled in project scheduling using Gantt charts and are proficient in the Microsoft office software programs.
- Nice to have for this position is working knowledge of the RIB Speclink Cloud platform and REVIT with the ability to sync with specifications.

About SMS Engineering

SMS Engineering is a privately-owned consulting engineering firm headquartered in Winnipeg providing pre-development and planning to design and contract administration of projects to local and national clients. Our engineering specialist team delivers award-winning innovative solutions to built environments.

We pride ourselves on providing outstanding designs to our clients, and we value our employees. Our workplace embraces a culture in which we never stop learning which enables our team to develop and thrive throughout their careers.

If you are interested in applying for the position of **Specification Writer**, you are invited to submit a cover letter and resume in confidence to careers@SMSeng.com. Please provide your documents in PDF format and note the position in the subject line.

We thank all applicants for their interest in SMS Engineering, however, only those applicants selected for an interview will be contacted.