

JASON EHRENHOLZ

COVER LETTER

To Whom it may concern,

I am writing to express my keen interest in contributing my expertise to your organization. With over 26 years of experience in real estate, commercial design, construction, and facility operations management, I bring a proven track record of leading large-scale projects, optimizing resources, and fostering collaborative environments that deliver exceptional results.

In my previous role as Senior Project, Property, Development, and Facility Operations Manager at Canadian Tire Corporation, I successfully managed a \$20M annual capital expenditure portfolio across 150+ properties in Western Canada. My responsibilities included overseeing renovations, new builds, expansions, and restoration projects, such as \$32M in flood and fire building restoration work in Fort McMurray. Through strategic planning and strong leadership, I ensured projects were completed on time and within budget while maintaining the highest quality standards.

Highlights of my qualifications include:

Strategic Leadership: Directed cross-functional teams of architects, engineers, contractors, developers, owners and other stakeholders to achieve project goals efficiently.

Process Improvement: Implemented streamlined workflows and value-engineering reviews, resulting in significant cost savings and enhanced project outcomes.

Stakeholder Collaboration: Cultivated strong relationships with internal and external partners, aligning project objectives with organizational goals.

Educational Commitment: Earned a Project Management Certificate from Mount Royal University, complementing my technical expertise, via the British Columbia Institute of Technology, with industry best practices.

In my current role at JECS, I have spearheaded initiatives to leverage artificial intelligence (AI) in the workplace. This includes optimizing site documentation workflows and utilizing AI tools to identify potential business leads, positioning our team for increased efficiency and growth.

I welcome the opportunity to bring my skills and experience to your organization. Thank you for considering my application. I would be delighted to discuss how my background aligns with your needs and can be reached at **250-864-7538** or jasonehrenholz@gmail.com at your convenience.

Sincerely,





Jason Ehrenholz, Kelowna BC, m.250-864-7538, jasonehrenholz@gmail.com

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JASON EHRENHOLZ

COMMERCIAL Sr. PROJECT, PROPERTY AND FACILITY MANAGER

CONTACT

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SKILLS

AI Empowerment for CEOs Certificate
Project Management
Property Management
Facility Operations & Asset Management
Architectural & Engineering Management
Commercial Facility Maintenance
Development Management
Building Condition Assessments
Site Planning and Development
Civil Site Planning Reviews
Capital Project Planning & Scheduling
Capital Expenditure Budgeting
Construction & Design Approvals
Contracts, PO & Invoice Admin
Quality Control & Assurance Inspections
Restoration Management
Insurance Property Claims
National Accounts Contracts
Value Engineering Review
OH&S Certification
WHMIS Certification
Leadership & Team Building
Communication Skills
Decision Making

EDUCATION

Project Management Certificate

Mount Royal University

2011 - 2011

Architectural Technology Diploma

British Columbia Institute of Technology

1996 - 1998

LANGUAGES

English

VOLUNTEERING

Urban Recreation Okanagan

August 2024 - current

PROFILE

Experienced Senior Project, Property, Development, Asset and Facility Operations Manager, 20+years employed with Canadian Tire Real Estate/Corporation, and 6 years with Quinn Young Architects Ltd, Prime Architectural Consultant. I successfully managed the Western Canada Division for Construction, Design Engineering and Facility Operations Management for over 150+ CTR Properties and Corporate Owned Marks, SportChek, Atmosphere and PartSource locations. Other tasks included: CTR Facility and Property Management along with Property Development approvals and City submissions for permitting. Property Management included dealing with Property Landlords on Leased Premises. Operations Management duties included managing \$20+M Capital Expenditure on major asset replacement work, such as roofs, parking lots, elevating devices, and structural building envelope major repairs, along with Corporate expensed site and building maintenance repair work. In addition, I was responsible for all major property restoration work due to fire, flood and wind damages, working with Insurance on all Corporate Property Loss Claims. I performed bi-weekly on-site quality control inspections with Architects, Consulting Engineers, General Contractors and Subtrades, and completed Corporate Site and Building Assessments on all Western Properties. Issuance of purchase orders, tender approvals, invoice and certificate of payment approvals, progress claims were a daily task. I also performed Civil site-work duties, site due-diligence including Geotechnical and Environmental reviews for the Western Territory. I have strong leadership skills, ensuring clear and precise direction, communication and decision-making accountability, on any task, along with relationship building in a Team Environment.

WORK EXPERIENCE

Sr Project, Property, Asset and Facility Operations Manager

Canadian Tire Corporation and Real Estate Ltd September 2003 - November 2023

- Managed Western CTR Corporate Portfolio budgets and project schedules.
- Project Management on Corporate new builds and expansion projects.
- Successfully Managed Capital Expenditures projects totaling \$20M+/year.
- Completed Property, Development and Facility Maintenance Site Inspections.
- Architectural and Engineering drawing coordination (Development - Tender)
- Tender review breakdowns and Contract review prior to PO issuance.
- Delivery of Major Project Turnovers to CTR Store Associate Dealers.
- City Development Submissions for Permitting.
- Successfully lead Teams of General Contractor, Subtrades & Consultants from project infancy to completion.
- Ensure Corporate Safety Program Implemented on all Projects.
- Completed Comprehensive Building Quality Control Inspections.
- Strong Communication & Leadership skills, Decision Maker & Team Builder.

Solely Managed Site and Building Restoration projects:

- Restoration Project example: Fort McMurray 2016 major fire loss to CTR, CT Outdoor Store and Marks totaling \$10M.
- Restoration Project example: Fort McMurray 2020 major flood loss to CTR, CT Outdoor Store and Marks totaling \$16M.

Prime Consultant Architectural Project Manager

Quinn Young Architects Ltd

April 1998 - September 2003

- Architectural drafting and design drawings and coordination
- Tender and Building Permit drawing issuance
- Architectural and Civil Site Inspections
- Comprehensive Quality Control Inspections
- Project Design Budget review and management
- Project Contract and Administration