

## **Capital Project Manager**

The City of Madison Community Development Authority, (CDA) is seeking a highly qualified, mission-driven individual to join our team. This is highly responsible managerial, technical, and professional capital improvement project management work to improve and modernize the low-income housing within the CDA property portfolio, which currently includes Public Housing, Multifamily Housing, and Section 42 Low Income Housing Tax Credits (LIHTC) units. This work involves the identification of long-term physical needs of low-income housing properties, oversight of architects, engineers and construction contractors, management of procurement processes in alignment with federal regulations, and oversight over CDA contract compliance activities.

The primary purpose of this position is to plan and implement the CDA's Capital Fund Program (CFP) including modernization, demolition, disposition, acquisition and other related federal grant funded activity, which includes emergency, security, energy efficiency and hazardous material activities. The Capital Project Manager acts as a Contracting Officer for all capital improvement projects and as needed for casualty loss damage claim activities. The position assists with the Public Housing Authority (PHA) Plan, Five Year Capital Plan and other related planning documents and prepares periodic reports to HUD and other agencies as needed to support capital improvement activity.

**The City of Madison strives to provide exceptional customer service to all its residents and visitors. Therefore successful candidates will have demonstrated ability to effectively work with multicultural communities.**

For the complete list of the knowledge, skills, and abilities, please reference the [classification specification](#) online.

**Job Posting may be found at:**

<https://www.governmentjobs.com/careers/madisonwi/jobs/2709614/cda-capital-project-manager?pagetype=jobOpportunitiesJobs>

**IMPORTANT: THERE ARE SUPPLEMENTAL ESSAY QUESTIONS ON THE JOB POSTING.**

**City of Madison**  
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**Madison Municipal Building – Suite 261**  
**Madison, WI 53703**  
**(608) 266-4615**  
**Website: <http://www.cityofmadison.com/jobs>**