



Manager, Digital Buildings Epic Investment Services

Epic Investment Services (Epic), which includes its wholly owned subsidiary MDC Realty Advisors in the United States, is a fully integrated North American real estate platform. Headquartered in Toronto, Canada and operating from offices in Canada and the United States, Epic has over \$17.5 billion in assets under management. Epic's portfolio comprises over 30 million square feet of office, retail, industrial and multi-family residential properties. Epic's integrated team is made up of over 150 real estate professionals in real estate management, asset management and investment management.

Epic has identified digital buildings as a key business priority. We see that embracing innovation in the areas of building systems, data, processes, practice and experiences in our assets and company as more than just technology solutions. Rather by also looking at how an innovative approach can help transform how buildings operate, how customers experience their environment, and how technology can be used to drive both with the goal of driving value for our clients and customers.

ABOUT THE ROLE:

The Manager of Digital Buildings position will support and report into the VP of Sustainability, Innovation, and National Services with the goal of working with key team leads to develop a corporate and real estate management (REM) strategy - setting and monitoring goals/targets, implementing strategic priorities, evaluating technology solutions, managing suppliers, reporting, and communicating to key stakeholders, and professional development for the team. This role will also support corporate innovation initiatives.

While the roll will require some technical capabilities, it will be critical for the successful candidate to articulate and convey the commercial value that investments into technology and business solutions represent on the digital journey.

Epic desires to be a more innovative company through the development of digital buildings—which includes building team knowledge, experience, benchmarks, and standards—and an approach that enables our team to embrace new technologies and ideas with the following drivers:

- Reduce Material Risks
- Increase Customer Comfort, Satisfaction and Experience
- Increase Efficiency
- Improve Information Management and Data Analytics
- Increase Valuations and Business Development Opportunities
- Build resiliency and future proof our commercial real estate assets and the business

KEY RESPONSIBILITIES:

Strategy:

- Support the development of a corporate and REM (i.e., smart buildings) innovation strategy focused on material issues.
- Support the development of national smart building standards
- Execute strategic cyber security tactics ensuring standards are adhered to.
- Set and monitor goals and targets aligned to business priorities and industry best practices.
- Develop annual corporate budgets and provide asset level budget guidance based on strategic priorities.
- Oversee consultants/suppliers/partners as needed.

Stakeholder Engagement, Reporting and Communications:

- Communicate the business case and value for new technologies and innovation investments.



- Interact with property and asset management teams to provide insight, clarity, and the commercial value of smart and digital assets in an unbiased and objective fashion.
- Build and support a collaborative environment between operational (i.e., property) technologies with corporate systems and oversight teams.
- Conduct quarterly performance and progress meetings with key stakeholders.
- Develop and support champions and build a professional development program for the team.
- Report performance transparently to the market on an annual basis, including the impact of digital innovation with our leading sustainability strategy
- Be an active participant and leader in the real estate PropTech community.

Performance Data/Analytics:

- Leverage an innovation strategy to help build and support a “digital at the core” building performance data strategy and framework which includes, data standardization, harmonization, integration, automation, and analytics.
- Track a set of Key Performance Indicators (KPIs) aligned to monitor our journey and the outcomes achieved

Research:

- Provide market research, briefs, best practices, and insights to business units on a regular basis and as needed.
- Conduct technology reviews for new national services and smart building priorities.

QUALIFICATIONS:

- Experience working in commercial real estate and building systems knowledge is preferred, particularly around operational system knowledge within commercial real estate assets
- 2- Years of experience in similar roles or roles related to new innovative approaches and new technology introduction into organizations (i.e., smart buildings).
- Functioning knowledge of IT, operational technology systems and cyber security.
- Experience that demonstrates strong technical competence in Microsoft Office applications, including Word, Excel and PowerPoint, databases, and automation.

DESIRED CANDIDATE ATTRIBUTES AND EXPERIENCES:

- Bachelor's Degree in sciences, engineering, or applied technology
- Proven history working with executive and/or senior contacts and decision makers that has resulted in delivering programs of major impact within complex organizations.
- Naturally curious disposition and willing to challenge convention and standard practices to identify new opportunities.
- Advanced communication, change management, and presentation skills. Able to guide and influence discussions from conceptual to practical outcomes based on the audience being served.
- Strong commercial real estate and business acumen.
- Team oriented and collaborative approach; outstanding listening skills and the ability to manage through influence.
- A trust-endearing, positive, and enthusiastic manner that can foster relationships throughout the organization.
- Sound process orientation, problem-solving and prioritization skills.
- Advanced customer and stakeholder engagement capability.
- Proven ability to leverage existing relationships while continually fostering activities that can lead to net new audiences.
- Dependable and reliable with respect to timely completion of work on budget.



HOW TO APPLY:

Qualified applicants may e-mail their cover letter and current resume to careers@epicinvestmentservices.com indicating "**Manager, Digital Buildings**" in the subject line.

Epic Investment Services is committed to diversity, equity, inclusion, and is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to ethnicity, age, religion, race, gender identity, physical ability, or sexual orientation, or any other elements protected by law. Epic Investment Services is committed to providing access, equal opportunity, and reasonable accommodation for individuals with disabilities in employment. For all internal and external applicants who require accommodation in the recruitment and selection process, please contact akumbaro@epicinvestmentservices.com for assistance/support.

We sincerely appreciate the interest of all applicants, however only those selected for an interview will be contacted.
No telephone calls or Agencies please.

Visit our website at www.epicinvestmentservices.com for further company details