



**Location:** Winnipeg Capital Region, St. Andrews Airport district

## Construction Specification Writer (Senior)

We are seeking an experienced Construction Specification Writer to support our design teams with the development of high-quality technical specifications, scopes of work, and contract documentation.

This is a senior-level role suited to a professional with deep construction knowledge, strong written communication skills, and practical estimating experience. A CEC or PQS designation from Canadian Institute of Quantity Surveyors is a strong asset.

You will work closely with engineers, and leadership to ensure clear, accurate, and coordinated documentation that supports successful project delivery.

### What You'll Do

- Prepare and edit construction specifications, scopes of work, and contract documents
- Interpret drawings and design intent, prepare comprehensive specifications
- Translate technical input into clear, concise, and written requirements
- Develop, update and maintain master specification templates
- Prepare addenda, contract documentation, bid revisions and construction phase specification updates
- Support tender packages, including coordination of specification sections and pricing inputs
- Ensure alignment between drawings and specifications
- Apply strong knowledge of life-safety requirements, sustainable materials and environmentally responsible construction methods
- Remain current with emerging materials, innovative systems and evolving industry standards
- Evaluate products and maintain an organized product library
- Work closely with project teams and consultants to support coordination and quality control
- Contribute technical writing expertise to support marketing and proposal materials
- Contribute to cost estimates and budgets in collaboration with technical teams

### REQUIREMENTS

- 10–15 years of experience in construction documentation, estimating, or related consulting roles
- PQS or CEC designation (or working toward) considered a strong asset
- Demonstrated experience in construction cost estimating
- Must possess a valid driver's license for a passenger vehicle

### KNOWLEDGE SKILLS, AND ABILITIES

- Strong technical writing and editing skills
- Excellent attention to detail and organizational ability
- Excellent English written and verbal communication skills

### WHY WOULD YOU WANT TO WORK AT DGH?

- Competitive compensation package
- Robust health benefits - Health Care Spending Account for flexible coverage tailored to your individual needs
- Employer-supported retirement savings plan
- Opportunities for professional growth and career development
- Collaborative environment where your work directly contributes to client success

### ABOUT US

DGH is a full-service integrated design firm delivering design, engineering, and construction management services.

### HOW TO APPLY

Please send resume in **PDF** file format to [hr@dghengineering.com](mailto:hr@dghengineering.com)

While we thank all applicants for their interest, only those selected for an interview will be contacted.