



YEARS OF BUILDING BETTER CITIES

Title: Communications and Marketing Coordinator

Location: One Dr. David Friesen Drive, Winnipeg

At Qualico, our people make the difference. We offer an exciting place to build your career with competitive compensation and benefit packages, company matching RRSP/DPSP program, employee home purchase program and employee discounts.

Job Overview

Reporting to the Manager, Communications as the **Communications and Marketing Coordinator** you coordinate, support, implement, and evaluate effective internal and external communications and marketing plans targeted at Qualico employees and the broader community across Western Canada and US operations.

Your day-to-day responsibilities will include:

- Coordinating and implementing communication and marketing plans to support business goals and align with company priorities.
- Creating, designing, and publishing content for Qualico's intranet, website, social media, and internal newsletters.
- Creating, designing, and coordinating content for social media channels, including LinkedIn, Instagram, and Facebook.
- Coordinating projects, campaigns, content calendars, and manage day-to-day tasks.
- Measuring engagement and/or success of communication initiatives and making recommendations to promote success.

As our ideal candidate, you are...

- Organized; you effectively manage your time while balancing multiple priorities.
- A strong communicator; you clearly express your thoughts in conversation and in written communication.
- An active listener; you seek to understand and listen to others in a non-judgmental way.
- Detail oriented; you focus on detailed accuracy when dealing with a high volume of work.
- A team player; you contribute as a team member and share equally in the exchange of ideas, concepts and process outcomes.

Essential Requirements

- Diploma in communications, marketing, or equivalent.
- Minimum of one year of relevant communications or marketing experience.
- Valid driver's licence and access to a reliable vehicle.
- Satisfactory verification of criminal record check.
- Proficient in Microsoft Office programs (Outlook, Word, Excel, PowerPoint, SharePoint and Teams) and Adobe Creative Suite (Illustrator, InDesign, Photoshop).

What We Value

- Creating trusting and successful working relationships.
- Setting clear, measurable and achievable goals.
- Cooperating with team members in an open, positive and respectful manner.
- Staying current with technical job skills.
- Taking responsibility for the outcomes of decisions and actions.

Work Conditions

You primarily work in a hybrid work setting during regular business hours. Occasional travel to off-site meetings and overtime may be required during peak periods.

About Us

Qualico is a fully integrated real estate development company with offices in Winnipeg, Calgary, Edmonton, Vancouver, Regina, Saskatoon, Austin and Dallas-Fort Worth, Texas.

Since its inception in 1951, the company's activities span the entire real estate spectrum and include residential land acquisition and development, single-family and multi-family home divisions, commercial and industrial development, property management, concrete ready mix, building supply and manufacturing divisions. To learn more, [click here](#).

Qualico welcomes applications from people with disabilities. Accommodations are available upon request during the assessment and selection process.

Candidates being considered will be contacted. We thank you for your interest. Join our Talent Community to stay up to date on job opportunities and to find out why we have the best reason to come to work every day.

Closing Date: July 7, 2026

[Apply here](#)