

Manitoba Government Job Opportunities

Project Manager P8 Professional Officer

Regular/full-time
Manitoba Finance
Project Services, Accommodation Services Division
Winnipeg MB

Advertisement Number: 34669

Salary(s): P8 \$73,307.00 - \$89,686.00 per year

Closing Date: April 29, 2019

The Manitoba government recognizes the importance of building an exemplary civil service that is inclusive and reflective of the population it serves. We encourage applicants to voluntarily self-declare in the cover letter, resumé or application if they are from any of the following employment equity groups: women, Indigenous people, visible minorities, and persons with disabilities.

This is a preference competition. All applicants are encouraged to apply, however first consideration for this competition will be given to women, Indigenous people and persons with disabilities. Applicants are requested to self-declare at the time of application.

An Eligibility List will be established and may be used for similar positions that become available over the next 12 months.

Introduction

The Manitoba government is seeking a highly motivated Project Manager, to work with Accommodation Services Division in Winnipeg. This position offers reliable and full time employment with a defined pension plan. The Manitoba government also provides an excellent benefits package which includes extended health, health spending, dental, vision, long term disability, supportive employment, sick leave, paid vacation and maternity/parental leave. Manitoba Finance provides ongoing professional and educational development for its employees.

Conditions of Employment:

- Must be legally entitled to work in Canada
- Must provide and maintain a satisfactory Criminal Records Check and Child Abuse Registry Check
- Must have a valid Class 5 Drivers' Licence
- Must be able to travel to various locations, both within and outside Manitoba, possibly including overnight stays

Qualifications:

Essential:

- Completion of a post-secondary degree or certificate in commercial construction or a related field (including Interior Design, Architecture, Facility Management and Engineering). An equivalent combination of education and experience may be considered
- Experience coordinating and planning all phases of construction and facility-related projects, including defining project scope, budgeting, scheduling, tendering, implementation and providing ongoing technical advice
- Experience developing Requests for Proposal and related procurement documents to identify, define and procure consultant and contractor services
- Experience overseeing and managing project financials, including controlling and administering contracts
- Supervisory and leadership experience directing diverse project teams including client representatives, internal/external professionals, senior officials and supporting agencies
- Experience reviewing specifications, drawings, reports, studies and providing analysis and recommendations to senior officials and stakeholders
- Written communication skills
- Verbal communication skills
- Organizational skills

Desired:

- Knowledge of current Building Codes, legislation, and industry best practice related to accessibility and sustainable construction practices

Duties:

The Project Manager, reporting to the Director of Project Services, is responsible for the concurrent management of multiple capital and client funded projects within the Government of Manitoba's portfolio of owned and leased facilities. This portfolio consists of a wide variety of facilities including large office complexes, court houses, correctional facilities, health institutions, warehouses, central power plants, post-secondary institutions and the Manitoba Legislative Building. A large portion of this portfolio has been identified as having heritage significance. The Project Manager provides leadership and direction to project teams comprised of internal and external professionals, client representatives, senior officials and supporting agencies through all phases of assigned projects including planning, design, construction, occupancy and

closing. This is highly complex managerial work requiring the Project Manager to maintain an extensive working knowledge of the Government of Manitoba's policies, procedures and standards, finance and administration procedures, and requirements regarding the procurement of goods and/or services.

Apply Now:

Advertisement # 34669
Service Centre 3
Human Resource Services
600-155 Carlton Street
Winnipeg, MB, R3C 3H8
Phone: 204-945-8819
Fax: 204-948-3382
Email: govjobs@gov.mb.ca

Please be advised that job competitions may be grieved and appealed. Should a selection grievance be filed, information from the competition file will be provided to the grievor's representative or the grievor, if unrepresented. Personal information irrelevant to the grievance and other information protected under legislation will be redacted.

We thank all who apply and advise that only those selected for further consideration will be contacted.

WHEN APPLYING TO THIS POSITION, PLEASE INDICATE THE ADVERTISEMENT NUMBER AND POSITION TITLE IN THE SUBJECT LINE AND/OR BODY OF YOUR EMAIL.

Your cover letter, resumé and/or application must clearly indicate how you meet the qualifications.

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manitoba.ca/govjobs



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