



SNC•LAVALIN
O&M

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CAREER OPPORTUNITY

Project Manager II

SNC-Lavalin O&M is recognized as one of Canada's leading outsourced operations and maintenance solutions experts, a division of SNC-Lavalin Group Inc., the largest engineering and construction firm in Canada, and one of the five largest in the world we continue to grow our business globally.

Our team members across the country and the globe deliver superior service to every one of our clients. Our people are vital to our success, and we build teams that are second to none. Our team embraces challenges and is engaged in working together to contribute to our business objectives.

The Project Manager is responsible and accountable for the successful delivery of assigned projects within budget, on schedule, in accordance with the approved plans and specifications and applicable government codes, all within established project methodologies.

In addition to the responsibilities described below, the Senior Project Manager provides mentoring and guidance to Project Managers, Project Coordinators and Project Administrators and may oversee the delivery and team performance for a program of projects.

RESPONSIBILITIES

Manage Repair, Capital and Operations & Maintenance projects through all states of the project life cycle from initiation through to project close out.

Develop project work plans and schedules, discuss project priorities with client, plan assigned program.

Prepare cost estimates and budgets

Forecast monthly revenue, monthly financial reporting and client invoicing

Direct and coordinate technical employees or consultants in the preparation of studies, designs, plans, specifications and cost estimates.

Develop the project schedule and other project documentation in line with the project methodology

Ensure the governance standards and project methodology are adhered to throughout the project life cycle

Ensure that all project components and activities meet local, provincial and or federal codes and regulations.

Actively manage projects on a day to day basis to ensure that project outputs are being delivered on schedule, to budget and to the required quality.

Initiate the request for proposals, tenders and other competitive selection procedures, and oversee the tendering process as required.

Approve trade supplier and contractor invoices in accordance with project specifications, field change orders, etc.

Ensure ongoing quality and workmanship of trades, suppliers and contractors.

Identify and manage all project issues and risks and, where appropriate, elevate the issues for resolution or action.

Proactively liaise with and report progress to customers to ensure that they are informed of project progress, and ensure that their opinions or requirements are taken into consideration as the project progresses

Maintain a healthy and safe workplace, and ensure compliance with all applicable codes and legislation, including occupational health and safety, WHMIS and hazardous substances programs.

Establish and maintain positive and effective working relations with all members of the project delivery team and operations team.

Reconcile project performance against plan at project completion, and conduct customer satisfaction assessments.

Close down the project ensuring that a complete handover to the client and support team is done and that all relevant project documentation is present and accurate for the project file.

Skills, Knowledge and Qualifications

Post secondary certification in Engineering, Architecture, or Project Management with (5) years of related experience.

Technology Diploma in Engineering, Architecture, or Project management with five (5) years experience

Technical knowledge of construction methods, building systems and terminology.

Ability to read and understand construction drawings, blue prints and specifications.

Knowledge of laws governing construction contracts and contracting.

Excellent client service/management, interpersonal, problem-solving, verbal and written communication skills.

Self-motivated, proactive and ability to multi-task.

To apply, please send a cover letter and resume to careers@snclavalin.com and include PM-Winnipeg in the subject heading or apply directly to a job posting at www.snclavalin.com/careers- searching for reference number T11-17667