



# CANADIAN PROJECTS LIMITED

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## Project Manager

### **Job Purpose**

This position provides project management leadership and experience on small (\$10M) to midsize (\$100M) renewable (hydro/wind etc.) power design and construction projects, ensuring that the project meets committed goals. The ideal candidate has civil engineering experience and strong project management skills.

The position duties include the following:

### **Project Planning and Management:**

- Develop a project execution plan that addresses all aspects of a project from design and procurement through to construction and commissioning. This plan must meet client objectives and ensure project quality and performance.
- Effective communication and strong management skills to liaise with all project team members, including agencies, suppliers, contractors and the client as necessary for project execution and coordination.
- Develop and maintain project schedules using MS Projects, identifying critical activities to project completion, monitor schedule performance, update and take corrective action as required.
- Prepare project cost estimates from preliminary concept drawings, develop the detailed project control budget and update costs as the project progresses. Undertake economic analysis of various design options to provide the client with the most cost effective and technically viable solution.

### **Regulatory Liaison:**

- Coordinate and liaise with regulatory agencies, including Hydro One, MOE, MNR, Conservation Authorities and Municipalities in obtaining project approvals and permits.
- Adequate familiarity with construction activities to prepare Construction Environmental Management Plans (CEMP) and Care of Water Plans (CWP).

### **Design Capabilities:**

- Review design concepts and drawings and provide advice on constructability, undertake risk assessment and develop corresponding contingency plans.

**Contract Administration:**

- Assemble construction contract documents with particular emphasis on preparation of contractor work scopes.
- Tender, tender evaluation, negotiation and award of contracts for engineering services, equipment / material supply and construction.
- Administer contracts involving review and approval of contractor documents, evaluation and issuance of contract changes, payment approvals and discrepancies.

**Construction Management:**

- Provide construction management direction and supervision consisting of:
  - Execution and monitoring of construction contracts.
  - Liaison with the client on all aspects of the contract.
  - Ensure that engineering is involved for review of technical issues, review of vendor drawings and on-site inspections.
  - Visit the site periodically to ensure construction is being undertaken appropriately, in accordance with the contract and to ensure satisfactory progress is occurring.
  - Be aware of and take appropriate action for all potential claims or legal implications which arise during execution of the work.
  - Provide instruction and direction to the on-site construction manager and verify his performance.
  - Attend contractor meetings for kick-off, milestones, completions and other critical activities as appropriate.
  - Ensure issuance of inspection completion certificates.

**Status Reporting:**

- Assess project performance and prepare periodic project status reports.

**Qualifications:**

- Minimum three years project management experience of civil projects.
- Two to five years of civil engineering experience.
- Experience in water resources, hydropower or wind projects desired.
- Effective communication skills.
- Professional Engineer registered in the Province of British Columbia, Ontario or Alberta.

Please submit your resume to [careers@canprojects.com](mailto:careers@canprojects.com)

*Canadian Projects Limited is a consulting engineering firm specializing in renewable energy development that provides project engineering and management on Hydroelectric, Windpower and Solar Energy projects in Canada. See our website @ [www.canprojects.com](http://www.canprojects.com)*