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Project Manager (Contaminated Sites) **PORT MOODY, BC**

We are currently recruiting for a Project Manager to join our team in Port Moody. We are a leading firm in the fields of environmental remediation, reclamation, and natural sciences throughout British Columbia. Our speciality is upstream oil and gas; however, we provide a broad array of environmental services with offices in Fort St John and Port Moody, BC.

POSITION OVERVIEW

The Project Manager (PM) effectively manages multiple projects of varying complexity within set timelines and provides skilled organisation pertaining to planning, budgeting, issue resolution, resource allocation and management. Within a project, the PM reports to the Client Manager. The PM may liaise with the client directly regarding the project work and status. The PM reports to one of SynergyAspen's Directors. Project Coordinators, Site Supervisors and/or Site Supervisor Assistants may report to a Project Manager.

Specifically, you will

- Define scope of activities, set priorities, evaluate and manage risks and monitor performance;
- Design and prepare work programs and technical reports for field programs;
- Maintain a strong understanding and knowledge of BC regulatory regime (Alberta also an asset);
- Responsible for review and sign-off on monthly invoices to clients;
- Maintain billable targets as set by CEO;
- Responsible for ensuring project staff meet, maintain or exceed client-specific health and safety requirements, review safety documents, POPs', templates and other training material;
- Undertake occasional travel to Calgary, Vancouver or other destinations as needed;
- Provide excellent levels of service to our internal and external clients;
- Expand services to existing clients through cross-selling SynergyAspen's various lines of business (Remediation, Reclamation and Natural Sciences) and assist in preparation of RFQ's and SOQ's;
- Provide professional supervision to direct report employees, including direction, supervision, training, mentorship, and support in coordination with SynergyAspen policies, procedures, and human resource objectives;

Qualifications Requirements

- B.Sc. in Engineering (environmental, chemical, civil, mechanical, geotechnical), Geology or Environmental Science, Biology or equivalent;
- 10 + years working experience in Environmental Consulting with significant contaminated sites experience;
- A professional designation (e.g. P.Eng, P.Geo, P. Chem, R.P.Bio., P.Ag., etc.) recognized in BC, or Alberta;
- Knowledge of and experience with environmental standards, and regulations or guidelines and federal and provincial regulations;
- Demonstrated experience of project management and effective management of field staff and contractors;
- Experience managing budgeting and costs controls;
- Ability to work collaboratively with junior and senior staff of multiple disciplines, within teams on various projects of differing complexity and work effectively with environmental subcontractors;
- Exceptional accuracy and attention to detail, excellent communication and technical writing skills;

How to apply

To access the detailed Job Description and submit your application, please go to the Careers Page and open the “current Opportunities tab” at our Website: www.synergyaspen.ca

Or, apply directly by email: careers@synergyaspen.ca

*No direct inquiries at this time please.

*We thank all interested applicants for their interest but only shortlisted candidates will be contacted.