



Corrosion Service was founded in 1950 by Thomas R.B. Watson as the first Canadian firm to specialize in cathodic protection. Our founding philosophy was based on the principles of providing great customer service and developing a deep understanding of customer needs, these same core principles still guide our company today.

Throughout our history we have always been privately owned by successive groups of employees that have risen through the organization. This ownership structure gives us a unique perspective on business and ensures that our stakeholders (customers, employees and partners), rather than shareholders, always come first. This is vital for a company such as ours, given that we exist primarily to protect the environment, our citizens and the prosperity of the communities in which we live. This position is in our Edmonton location.

### **Position: Project Manager**

#### **Responsibilities:**

- Create project schedule, track project milestones, input and update schedule throughout the project, and review with management as requested.
- Ensures projects are completed on time and within budget.
- Maintain documentation as per project management process.
- Develop detailed plans, tracking to ensure on-time delivery of services within budget constraints.
- Provide feedback to management regarding resourcing; labour, materials, and equipment.
- Build and maintain relationships with new and existing clients and inspectors in order to maintain a high level of service.
- Create, review, and process invoices and progress claims as required.
- Creation of the budget with company software including materials orders, labour, equipment, and subcontractors etc.
- Completion of RFPs for subcontractors, evaluating bids, negotiating pricing, and ensuring compliance with CSCL subcontractor qualification procedure.
- Communicate effectively: speak, listen, and write in a clear, thorough, and timely manner using appropriate and effective communication tools and techniques.
- Establish a communication schedule to update stakeholders including appropriate staff in the organization on the progress of projects.

#### **Qualifications:**

- Post-secondary education.
- Minimum 4 to 7 years of planning and/or management experience directly related to project management.
- Knowledge of project management.
- PMP is an asset.
- Knowledge of PMI standards and practices.
- Good presentation skills and excellent oral and written skills are also required.



We are an organization where you can apply your skills to some of the world's most challenging, and interesting projects nationwide. It is a place that values the diversity of our areas of practice and our people. It's what makes Corrosion Service a great place to work and grow. Corrosion Service is an Equal Opportunity Employer. If you would like to work in a stimulating environment with the prospect of developing your potential, we invite you to explore the possibility of joining our team.