

Project Manager

People are at the centre of our brand. Every day we deliver on our brand promise to Cherish Customers, Deliver Flawlessly, and stay a Step Ahead. Our people look beyond the conventional and reach for the extraordinary to win outside the box.

UTS Consultants' reputation is built on providing comprehensive engineering solutions. Our philosophy is to engineer it once. Our quality workmanship ensures projects are completed on time and on budget.

Successful UTS employees:

- are Customer-centric – they understand and embrace the role of delivering exemplary customer service
- are Leaders – who lead by example through their actions and attitudes
- are Innovators - they look for opportunities to improve, do things differently, and add value for our customers and business
- Commit to Excellence - in all that they do

ABOUT THE ROLE

Reporting to the Program Manager, the Project Manager is to provide technical and administrative management of larger scale, multisite project initiatives.

ACCOUNTABILITIES

- Support the Program Manager in management activities including but not limited to;
- Negotiating and supporting project milestones.
- Negotiating and quoting projects.
- Resource planning and scheduling.
- Client communications and project scheduling.
- Managing financial targets and billing.
- Monitoring/identifying productivity issues of various resource groups as it effects their projects profitability and delivery dates.
- Mentor and direct 2-5 coordinators and technicians.
- Be familiar with MTO/Municipal and electrical standards.
- Ability to read and follow the customer's instructions and specifications.
- Understand and maintain the scope of work on the project.
- Conduct field review of project scopes as required.
- Knowledge of standard Municipal, MTO and electrical utility permitting processes.
- Ability to communicate clearly with the client and project team.
- Project manage key dates and deliverables on multiple phases of larger projects.

LEADERSHIP STYLE

The leadership style for this position will be characterized by:

- Compelling communication and influencing skills
- Ability to coaching and mentor employees
- Discipline in planning and execution
- Collaboration and relationship building
- Continuous pursuit of process improvement and innovation

QUALIFICATIONS

- Good understanding of outside plant design criteria (fibre and copper) as well as aerial and buried telecommunications and utility construction.
- A degree in Civil, Mechanical or Electrical Engineering is preferred or associated work experience of five (5) to ten (10) years.
- Knowledge of civil utility design techniques, tools, and principals involved in production of precision technical specifications and drawings.
- Proficiency with PC based programs such as the Microsoft Office Suite and MS Project.
- Skills in written communication for correspondence.
- Ability to collaborate and negotiate with internal/external clients in person, in writing or verbally.
- Ability to manage staff.
- Hold a valid Driver's License.
- Ability to solve problems and create solutions.
- Ability to generate new business and expand on existing client base.
- Entrepreneurial mindset to think not only of the present but understanding their client's needs and suggest how to corporately evolve to offer profitable services currently not provided.

SUCCESS FACTORS

- Sound business acumen and judgement with the ability to frame and present practical solutions appropriate to circumstances whether in an advisory capacity or program and practices development capacity
- Personal agility and responsiveness – the ability to balance multiple projects with varying degrees of complexity and effectively discern and respond to priorities, acting with a sense of urgency when necessary
- Project Management and facilitation discipline – can frame paths to action and effectively guide teams of people to meaningful results; demonstrates an outcomes orientation
- Confidentiality – the ability to recognize and maintain confidential information as necessary for the effective management of the company.
- Collaborative and relationship building style – demonstrates a service orientation and willingness to collaborate to find the best solutions; sustains effective relationships internally and externally
- Persuasive communicator, and negotiator – uses analytical skills, logic, professional insight and understanding of the



business direction and values to frame and sell proposed solutions or opportunities

- Change Agent – appreciates the challenges of organization change and transformation and deliberately navigates through transitions in a thoughtful and planned

COMPENSATION

- Competitive wage based on experience and knowledge.
- Defined Contribution Pension Plan with employer matching program.
- Employee voluntary RRSP contributions.
- Employer paid medical, prescription, dental and vision benefits.
- Employer paid basic life insurance.
- Employee voluntary auto and home group insurance.
- Employer paid employee assistance program.

HOW TO APPLY

Please forward resumes and cover letters to hr@utsconsultants.ca

We thank all applicants for their interest however only those selected for an interview will be contacted.

UTS Consultants Inc. is an Equal Opportunity Employer.

In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, UTS Consultants Inc. will provide accommodations to applicants with disabilities throughout the recruitment, selection and/or assessment process. If selected to participate in the recruitment, selection and/or assessment process, please inform Human Resources staff of the nature of any accommodation(s) that you may require.

