

Municipality of Cambridge Bay Employment Opportunity



MUNICIPAL PROJECT MANAGER FULL TIME INDETERMINATE

Are you looking to make a difference? The Municipality of Cambridge Bay has an exciting job opportunity for a fulltime Municipal Project Manager!

Situated on the south coast of Victoria Island, along the Northwest Passage, Cambridge Bay, Nunavut is a vibrant, diverse and culturally rich community. Serving as the transportation, administrative and business centre of the Kitikmeot region, Cambridge Bay offers a unique blend of abundant natural resources, outstanding cultural opportunities and unparalleled growth potential.

Under the direction of the Chief Administrative Officer, the Municipal Project Manager will be responsible for leading and managing the design and implementation of all municipal capital projects. The Municipal Project Manager will oversee and coordinate all capital projects undertaken by the Municipality of Cambridge Bay. Working closely with consultants, contractors, municipal staff, regulatory bodies and key stakeholders the Municipal Project Manager will ensure projects are completed on-time, within budget and in compliance with Territorial safety, quality, and performance standards.

The successful candidate will also be required to prepare and evaluate Request for Proposals, develop funding proposals and generate reports for funding and regulatory agencies.

The ideal candidate will have the following qualifications and experience:

- University Degree or College Diploma in Civil Engineering or related field;
- 5 years engineering experience
- 3 years project management experience (Northern project specific experience preferred);
- The ability to manage multiple projects simultaneously and independently;
- Strong analytical and problem-solving skills;
- Strong time management and organizational skills;
- Excellent written and oral communication skills;
- Ability to work in a fast-paced environment;
- Excellent computer and interpersonal skills;
- Demonstrated ability to manage and maintain a budget;
- Previous work experience in a municipal setting is an asset;
- The ability to communicate in Inuinnaqtun is an asset;

Equivalencies that include a combination of education, knowledge, skills and abilities to formal education will be considered.

The successful candidate must relocate to Cambridge Bay, Nunavut.

Housing may be available for the successful candidate.

Valued Benefits:

A career with the Municipality of Cambridge Bay provides an opportunity to be a part of a dedicated team in a dynamic and rewarding community-oriented environment. We continuously strive to remain an employer of choice by offering a comprehensive health benefits package, competitive salary, Northern Living Allowance, pension benefits, and opportunities for professional development.

Closing: Friday June 28, 2024, at 5:00 PM MST

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Interested candidates are invited to submit their cover letter and resume to:

Jim MacEachern
Chief Administrative Officer
Municipality of Cambridge Bay
PO Box 16
Cambridge Bay, NU
X0B 0C0
Phone: 867-983-4650
Fax: 867-983-2193
Email: jmaceachern@cambridgebay.ca

We thank all interested applicants, however, only applicants selected for an interview will be contacted.

- *Job descriptions may be obtained by email, fax or in person*
- *Candidates being considered for the position will be asked to provide a current Criminal Record and Vulnerable Sector Check; Professional and Personal Reference Checks; Education Accreditation; Confirmation of Professional Affiliations; and must be Bondable.*