

Careers

Senior Project Manager

Help create Kelowna as a *City of the Future*. Our diverse and dynamic team strives to innovate to make things better, work as one team, serve proudly, and lead responsibly. Are you a seasoned professional with a passion for infrastructure projects? If so, the City of Kelowna is looking for a dynamic **Senior Project Manager** to lead the implementation of our new project management framework. This is a unique opportunity to make a significant impact on our city's infrastructure development.

Key Responsibilities:

- Lead the implementation of the Infrastructure Division's new project management framework.
- Oversee process planning, data management, and the introduction of a project management software system.
- Provide staff training and ongoing support and act as the key liaison between the Infrastructure Delivery Department and internal partners.
- Collaborate with Finance and Communications for progress reporting to Council, external partners, and the public.
- Support project managers by handling administrative and financial tasks.

Qualifications:

- Degree in Civil Engineering or Architecture. Professional Engineer / Architect registered or eligible for immediate registration in BC.
- Minimum of 10 years of experience in Engineering/Building/Architecture, including project management, design, tendering, construction, and contract administration in a municipal environment.
- Experience in managing technical staff, consultants, and contractors.
- Proficiency in preparing requests for proposals, technical reports, and recommendations.
- Knowledge of applicable design standards, codes, and legislation.

Grow your career in an organization that supports employee work-life balance and career and professional development. This exempt position offers a salary range of \$126,500 to \$147,580, employer-paid comprehensive benefits, an earned day off program, paid vacation and one of Canada's top pension plans.

The City of Kelowna is committed to being an organization that values and reflects its community's diverse population, and to fostering an equitable, inclusive and progressive work environment where everyone can be their authentic self and feels a sense of belonging.

For further information or to apply, please check our website at www.kelowna.ca/careers

Applications must be received by end of day **January 5, 2025**.

Applicants not contacted within three weeks of the closing date are thanked for their interest