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Position Title: Project Manager, Northwest Langley Wastewater Treatment Plant Projects

Position Status: Full-Time Regular

Department: Project Delivery

Employee Group: Exempt

Location: 4515 Central Boulevard, Burnaby

Salary Range/ Wage Rate: Professional / Technical, Level P5B (\$161,794.85 - \$190,355.78 annually)

Our Project Delivery Department is seeking a Project Manager, Northwest Langley Wastewater Treatment Plant Projects who will lead the delivery of a large WWTP Project that is nearing end of design stage, working closely with the Director and a well-established team of professionals.

You are: An experienced Project Manager who has worked previously on large municipal water and/or wastewater infrastructure projects. You are collaborative, can apply critical thinking to solve complex challenges and are enthusiastic about the opportunity to manage a large WWTP project.

The Project Manager, Northwest Langley Wastewater Treatment Plant Projects reports to the Director, Major Projects.

This role:

- Works as an experienced Municipal Infrastructure Project Manager and works closely with the Director to provide project management services to support the delivery of the NLWWTP Program. Is responsible for the ongoing development, implementation and management of the program components including the WWTP and outfall.
- Develops project requirements; provides senior technical review and makes decisions on tender documents, requests for proposals, technical specifications and engineering drawings; audits work of program staff to ensure technical standards, corporate and department policies and procedures are met.
- Leads and is accountable for budget preparation, reporting and resource allocations; monitors and controls spending ensuring the effective and efficient expenditure of allocated funds. Works closely with the Director to determine overall priorities and establish work plans and contributes to the preparation of long range strategic and financial plans of the division and department.

- Leads and manages a multi-disciplinary team consisting of engineering and technical staff, external consulting engineers and project management specialists. Coordinates project activities, facilitates communication and determines resources required.
- Develops and leads procurement and risk management strategies and options for design phasing and construction contracts for large, complex projects. Provides guidance and technical support to Properties Division for property acquisition.
- Provides leadership and technical input for the development of corporate and departmental initiatives and policies such as seismic design criteria, engineering standards, standard specifications and technical quality standards and manuals.
- Reviews proposals and tenders and makes recommendations on the award and amendment of contracts to senior management. Negotiates and administers contracts. Conducts claims negotiations, coordinates legal services and interpretation of contracts.
- Represents the division and organization at various forums presenting project-related matters to communities, the public, local government members, agencies and other stakeholders including First Nations. Prepares reports and makes presentations to senior management, political committees and the public.
- Hires, supervises, directs and develops staff monitoring performance in accordance with goals and objectives. Ensures adherence to corporate policies and collective agreements. Leads, coaches, and mentors staff recognizing the importance of leadership, supervisory and technical training. Develops and sustains a flexible workforce encouraging staff to pursue opportunities that complement their skills and experience. Supervises and directs the work of contract resources.
- Works collaboratively to resolve complex technical or interpersonal issues staff encounter while doing their work. Facilitates information sharing to transfer knowledge and experience and increase the efficiency and effectiveness of the team. Establishes effective working relationships with various outside agencies as well as other internal departments. Works collaboratively to deliver on strategic initiatives.
- Upholds Metro Vancouver's reputation through positive and forthright dealings with other organizations and members of the public. Understands the organizational culture and the processes/mechanisms necessary to attain work objectives.
- Performs other related duties as required.

To be successful, you have:

- Bachelor of Applied Science Degree in a relevant engineering discipline. 8-10 years of post-graduate related experience, preferably working on municipal infrastructure projects.
- Membership or eligibility for immediate membership as a registered Professional Engineer (P.Eng.) with the Professional Engineers and Geoscientists of British Columbia (EGBC).
- Extensive technical expertise and understanding of civil engineering principles, standards and best practices. Superior ability to interpret, apply and advise others on engineering and related guidelines such as technical manuals, codes and regulations, and contracting policies safety regulations and corporate and board policies. Expert contract administration and project management skills. Demonstrated ability to lead a large complex

capital project requiring coordination amongst various divisions, disciplines, departments, external agencies and consultants.

- Considerable knowledge of engineering design standards and guidelines, including seismic design standards, in the design and construction of major multi-disciplinary projects. Considerable and demonstrated knowledge and experience in project management guidelines and best practices including contract negotiation and administration and risk management.
- Sound budgeting and financial management skills. Ability to monitor budgets, meet financial objectives and ensure the effective and efficient expenditure of allocated funds.
- Excellent written and oral communication skills including well developed report writing and presentation skills; ability to communicate complex technical requirements and implications to diverse audiences.
- Demonstrated ability to build and maintain effective working relationships. Skill in dealing openly, tactfully and sensitively in a variety of situations.
- Proven ability to use judgment to resolve complex problems with diverse implications and provide direction for critical and urgent matters. Ability to develop new procedures and plans to address problems and improve efficiencies considering the long-term implications of decisions and actions. Seeks to include staff in decisions that will impact them; works cooperatively to resolve differences of opinion.
- Sound ability to supervise, coach and guide others while enhancing individual and team effectiveness. Ability to mentor and foster the development of direct reports and provide leadership to a number of 'support but does not report' working relationships. Sound understanding of and ability to consistently apply labour and employee relations principles and practices including applicable collective agreements and corporate policies.
- Proficiency using Microsoft Office programs including Word, Excel and Outlook.
- Valid BC Class 5 Driver's License.

Our Vision:

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

Metro Vancouver employees proudly serve the region and demonstrate the behaviours and attributes of six leadership competencies: Accountability, Adaptability, Building and Nurturing Relationships, Communication, Continuous Learning, and Strategic Thinking and Action.

At Metro Vancouver, we are committed to cultivating a diverse, safe, equitable, and inclusive work environment for all. We strive to attract and retain a talented, diverse workforce that is reflective of the region we serve. If an accommodation is required during the recruitment and selection process, please contact careers@metrovancover.org for support. Learn more about our commitments to diversity, equity, and inclusion [here](#).

Please follow this link <https://metrovancover.org/about-us/careers> to our Careers page where you can submit your application by April 18, 2025.