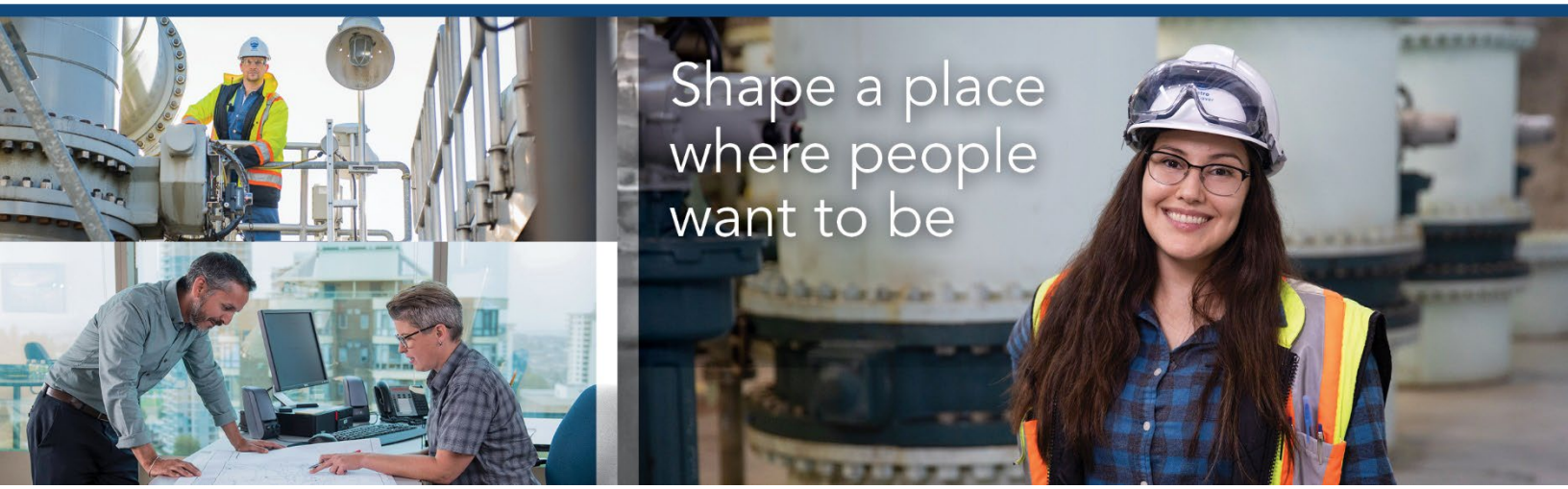
metrovancouver



Position Title: Project Manager, Major Projects (Tunnels) (2 positions)
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) (2024 wage rates)

Our Project Delivery Department is seeking two Project Manager, Major Projects (Tunnels) who will manage complex tunnel, large diameter sewer and water main, and other heavy civil projects. The successful candidates will have extensive experience in leading groups, designing, constructing and managing large complex capital projects.

You are: a leader and a proactive team player who is well versed in project management and skilled in collaboration with multiple stakeholders. You have exemplary communication skills and strong experience in leading multi-disciplinary, high risk, value and consequence infrastructure projects, with specific experience in tunneling and large diameter sewer and watermain projects.

The Project Manager, Major Projects (Tunnels) (2 positions) reports to the Director, Major Projects.

This role:

- Works as a technical specialist/expert and provides project management services for the delivery of major multi-disciplinary projects within the Project Delivery Department. Responsible for leading the delivery of complex tunnel and large diameter sewer and water main projects, within Major Projects.

- Administers contracts, makes recommendations to senior management on contract awards and amendments, prepares reports and makes presentations to senior management, stakeholders, political committees and the public, as well as managing projects through all phases of project definition, conceptual design, preliminary and detailed design, construction and commissioning.

- Accountable for the project and program's budget preparation, reporting and resource allocations; monitors and controls spending ensuring the effective and efficient expenditure of allocated funds. Develops and implements strategic initiatives, guides staff on cost control and is responsible for the project's schedule.

- Leads and manages a multi-disciplinary team consisting of engineering and technical staff, external consulting engineers, project management specialists and communications staff. Oversees and approves consultation and engagement strategies.

- Provides advice and guidance to other MV groups on large, complex projects, liaises with other divisions, departments, external agencies, regulators, municipalities and the public on various issues affecting the project's work. Partners with consultants and technical associations to further objectives ensuring adequate engagement and communication in all project stages. Works diligently to incorporate relevant operating and maintenance considerations and to garner support, input and resources necessary to effectively complete work.

- Determines relevant processes and standards for procurement; project definition; conceptual, preliminary and detailed design; contract development; tendering; construction; and commissioning. Performs quality audits to ensure technical standards, corporate policies and procedures are adhered to. Ensures permits and authorizations have been obtained and ensures stakeholders have been adequately consulted.

- Makes decisions to resolve complex technical, financial, contractual, social, environmental and legal challenges encountered throughout the project. Leads risk management for capital projects and works with legal staff to develop solutions for resolving contractual and environmental issues.

- Makes significant decisions and recommendations regarding consulting and/or construction contract claims for change-orders and extra work. Evaluates the validity of claims by investigating the claimed impacts and exploring alternative methods. May present recommendations for review and approval to the Director, General Manager or CAO depending on scope.

- Hires, supervises, directs and motivates staff. Monitors performance towards division, department, and corporate objectives. Ensures staff adhere to corporate and board policies and collective agreements. Leads, coaches, and develops 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.

- Ensures the project's activities are consistent with the organization's values and goals. Addresses critical and complex project emergencies; facilitates information sharing among staff to transfer knowledge and experience; and provides progress reports to senior managers, political committees and the Board as required.

- Provides advice and guidance on approach and problem situations to others within Metro Vancouver and on behalf of the organization to contacts external to the organization; represents the organization to the media, elected officials, and the public as required.

- Prepares and reviews Requests for Statement of Qualifications and Requests for Proposals. Evaluates submissions and prepares recommendations for the award of engineering services, materials and construction contracts.

- Performs other related duties as required.

To be successful, you have:

- Bachelor of Applied Science Degree in engineering in a relevant discipline. 10 years of progressive experience managing major infrastructure projects; or an equivalent combination of training and experience.

- Membership or eligibility for immediate membership as a registered Professional Engineer (P.Eng.) with the Engineers and Geoscientists of British Columbia (EGBC). Formal project management training or certification is preferred.

- Extensive technical expertise and understanding of civil, geotechnical and tunneling, mechanical, electrical, structural, environmental and process engineering principles, standards and best practices, relevant for the tunnel, large diameter sewer and water main, and other heavy civil projects. Extensive technical expertise and understanding of civil and/or geotechnical engineering principles relevant for tunnel group positions, and design and construction. An understanding of technical review and dispute resolution boards, geotechnical baseline reports and risk assessments.

- Superior ability to interpret, apply and advise others on engineering and related guidelines such as technical manuals, codes and regulations, and contracting 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.

- 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 sound report writing and presentation skills. Persuasively communicates complex information to diverse audiences and upholds the reputation of the organization in communications with the public, contractors, member municipalities, external agencies, the media and elected officials.

- Excellent interpersonal skills and ability to build and maintain effective working relationships with internal and external contacts under circumstances that may be controversial, considerably complex and time sensitive. Skilled in dealing openly, tactfully and sensitively in a variety of situations.

- Demonstrated ability to work in a team oriented work environment and contribute with constructive ideas and experiences. Ability to effectively deal with disagreements to prevent the escalation of conflict; seeks to include team members in decisions that will impact them. Ability to make complex and sometimes controversial decisions; exercise a high degree of independent judgment; effectively administer work through unforeseen circumstances; and resolve problems with implications beyond the work at hand. Strong organizational and time management skills.

- Ability to lead, 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@metrovancouver.org for support. Learn more about our commitments to diversity, equity, and inclusion here.

Please follow this link https://metrovancouver.org/about-us/careers to our Careers page where you can submit your application by January 3, 2027.