

**Title: Project Manager (2 Vacancies)**

**Term: Permanent, Full Time**

**Location: Northern California**

**ROKSTAD STRATEGIC INTENT**

We are an innovative and progressive family-orientated business that excels in providing safe, reliable Transmission and Distribution services for its valued clients across North America.

**SUMMARY**

The Project Manager role involves managing, directing and overseeing all aspects of the Distribution and/or Transmission line project. This role is responsible for managing company resources and subcontractors, ensuring safety programs are implemented, scheduled timelines and budgets are met, work is undertaken in a quality manner consistent with contract documents and establishing and maintaining professional relationships with the project team and customer.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Manage project scheduling, logistics, quality control, subcontractors and project staffing levels;
- Recommend cost saving strategies when appropriate;
- Initiate and participate in discussions and meetings with subcontractors, vendors, customers and management;
- Schedules work, tracks work progression, crew logs, and identifies scheduling constraints and how they impact cost;
- Develop and maintain relationships with clients, general contractors, vendors and suppliers;
- Serve as primary point of contact with client regarding coordination, strategic planning, scope management, design issues, budget finances, subcontracting, etc.;
- Develop and implement project policies and procedures, establish project control systems and implement project execution plans;
- Work with the project team to confirm deliverables and services are being provided to client's satisfaction;
- Report regularly on progress, cost and schedule metrics, procurement issues, safety or environmental concerns, design questions, potential impacts and any issues requiring home office support;
- Cultivate and promote positive working relationships with internal management team, site supervisors and subcontractors and other contractors on site;
- Resolve operational issues and implement interventions to minimize delays and escalate to management as needed;
- Controls project costs, invoices daily and maintains and track payables and receivables for projects;
- Manage the overall site safety program;
- Manage compliance with the approved contract documents;
- Change Order management;
- Other duties may be assigned consistent with job description.

**JOB REQUIREMENTS**

- Highly organized, fast learner and able to follow instructions;
- Demonstrated leadership skills with the ability to take-on additional short and mid-term responsibilities;
- Highly knowledgeable of Distribution and Transmission line maintenance and construction means and methods;

- Excellent leadership and interpersonal skills;
- Excellent communication skills, both verbal and written;
- Strong analytical and problem solving skills;
- Valid Driver's License is required, as this position requires driving and site visits;

### **EDUCATION, EXPERIENCE AND/OR CREDENTIALS**

- Relevant University Degree or Technologist Diploma (Mechanical, Civil or Electrical Engineering or Construction Management) coupled with 5 plus years of industry related experience; or
- Journeyman Lineman Trade Qualification coupled with 10 plus years of industry related experience;
- Project Management Professional (PMP) designation or professional experience equivalency considered an asset;
- High Proficiency with computer applications, including Microsoft Office suite, and computer based scheduling and tracking software such as Primavera P6, MS Project an asset;
- Experience leading and managing a team of 25 plus employees;
- Previous work experience in the Transmission and Distribution Utility Industry an asset;
- Previous work experience on 69kV to 500kV transmission lines an asset;
- Previous work experience in a unionized environment an asset;
- Experience leading and managing construction projects.

### **WORKING ENVIRONMENT**

- Fast-paced, tight deadlines and high work volume;
- Extended work hours per day and work shifts as project requirements dictate.

### **CORPORATE COMPLIANCE RESPONSIBILITIES**

#### **We care about our internal and external customers – loyalty is earned.**

- Listen, and listen more, to better understand – you get excited about opportunities to help others.
- Own customers' challenges to deliver unique solutions – you recognize that it's our privilege to serve customers because without "them," there is no "us."
- Focus on what is "important" as opposed to "urgent" – you focus on the big picture rather than getting lost in the details.
- Express thanks to those who help us constantly improve – you recognize and embrace constructive criticism.

#### **We strive for safety excellence – practice safety within the workplace, our homes, and at play.**

- No compromise on safety – make safety a thought, an action, a cornerstone belief in everything you do.
- Live safely for yourself, your team, and your family – you work together to ensure safety for all.
- Learn and improve from past experiences – lessons learned fuel our future successes.

#### **We create a great workplace by filling it with spectacular people – set expectations high, have fun, and celebrate our successes.**

- Succeed through professional and personal growth – take ownership of your own success.
- Always be a Rokstad ambassador – take pride in opportunities to share your beliefs, learnings, strengths, and ideas.
- Respect the unique contribution that every employee brings to the table – be open to learning and growing from employees who move Rokstad forward and help you achieve more.

- Place importance on effectiveness rather than effort – work smarter, by being conscious of your current levels of productivity, health, and happiness.

**We take pride in what we do – how we show up is important.**

- Be part of the solution – you problem solve rather than complain, gossip, or cut others down.
- Know when to lead, know when to follow – check your ego at the door.
- Pursue improvement ... relentlessly – you make continual changes to grow.
- Strive to achieve the best results – you have higher expectations of yourself than Rokstad has of you.
- Embrace change – you understand that markets change, competition changes, and technology changes.

**We stand among the very best – doing it right makes our reputation even stronger.**

- Act in Rokstad's best interest – as though you are an owner.
- Say what you mean, mean what you say – One dishonest action can ruin a lifetime of goodwill.
- Demonstrate trust in order to gain trust – an honest day's work for an honest day's pay.
- Lead by example – you recognize that your actions are always being observed, and actions speak louder than words.
- Seek first to understand before seeking to be understood – you avoid drawing ill-informed conclusions or assumptions.

**We respect our position in the broader community – act in accordance with our culture and values.**

- Build and support the communities where we work and live – make the world cleaner, safer, and more interesting.
- Care for and respect our environment – promote environmentally sound practices throughout every aspect of our business.
- Create a culture of inclusion built on trust, respect, and dignity for all – build teams that capitalize on the diverse talents of all employees.
- Explore opportunities to grow and develop positive relationships with First Nations – create mutually beneficial partnerships.

**COMPENSATION**

Rokstad offers a competitive compensation and benefits package which will be commensurate with experience and education. If you are looking for an exciting career with a fast growing, progressive company while participating in the build out of Canada's electric power Infrastructure, please email your resume to [careers@rokstadpower.com](mailto:careers@rokstadpower.com) or fax 1-888-310-8831. Please include the job title in the email subject line.

We thank all applicants for showing an interest in this position. Only those selected for an interview will be contacted.