

Title: Project Manager

Term: Permanent, Full-Time

Locations: Kailua, Oahu

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 works with HECO operations team, General Foreman, Project Coordinators, Permit Specialists, Resource Planners, and other stakeholders to receive, schedule, track, execute, report, and return work orders. This role will support projects on all islands in the state of Hawaii.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provides presentations to numerous levels of management of work progress and workload forecasts;
- Provide HECO operations team with schedule forecasts on weekly basis;
- Monitors quality of data entered into Rokstad and HECO work management systems;
- Meet with HECO operations team continuously to identify work orders and receive work releases;
- Coordinate work review meetings with identified stakeholders;
- Receive and review field requests for tools, equipment, materials, reoccurring expenses, and other items necessary to perform work;
- Submit requests with threshold monetary values to division management for approval;
- Ensure compliance of yard space with Rokstad, HECO, city, county, state, and federal requirements for operation. Including but not limited to environmental compliance, cleanliness, stored material levels, land use, permit requirements, and lease requirements;
- Assist with hiring office and field personnel to build a team that provides HECO and all other stakeholders with a pleasant customer experience;
- Review and enter data as requested by HECO into SAP;
- Copy, scan, and email documents as requested;
- Answer phone calls, messages, and email within 1 business day or as soon as possible;
- Perform safety observations in any environment that team members work;
- Participate in a work environment that fosters safety, inclusion, and respect for everyone;
- Travel to islands of Hawaii as needed on short notice for meetings and field observations;
- 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;
- 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 Diploma;
- Minimum 5 years experience in project or construction Management;
- Direct experience leading and managing a team;
- Project Management Professional (PMP) designation preferred;
- High Proficiency with computer applications, including Microsoft Office suite, and computer-based scheduling and tracking software such as Primavera P6 and MS Project an asset;
- Previous utilities construction experience preferred;
- Previous work experience in a unionized environment an asset.

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.

HOW TO APPLY

If you are looking for an exciting career with a fast growing, progressive company, please email your resume to 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.