



## EMPLOYMENT OPPORTUNITY

**Closing Date:** 26.11.2024

### PROJECT OFFICER WINNIPEG, MB

*Manitoba Hydro is consistently recognized as one of Manitoba's Top Employers!*

#### **Great Benefits**

- Competitive salary and benefits package.
- Defined-benefit pension plan.
- Nine-day work cycle which normally results in every other Monday off, providing for a balanced approach to work, family life and community.
- Flex-time and partially remote work schedule (providing the option to work remotely 3 days per 2 week period), depending on nature of work, operational requirements and work location.

Manitoba Hydro is a leader among energy companies in North America, recognized for providing highly reliable service and exceptional customer satisfaction. Join our team of Manitoba's best as we continue to build a company that supports innovation, commitment, and customer service, while actively supporting a diverse, equitable and inclusive workplace.

We are seeking a Project Officer to join our Transmission and Distribution projects department. Under the general direction of the Section Head or Project Managers, you will participate in or will be responsible for the project management and administrative activities on assigned strategic capital projects and complex projects as they apply to the overall design, construction, and commissioning activities. The position involves engaging and directing project participants to provide key deliverables and services and ensure timely completion of all project activities within scope, budget, and schedule.

#### **Responsibilities:**

- Support or be responsible for the management of capital projects such as distribution, station, transmission, HVDC and other complex projects.
- Support or lead multi-disciplinary project teams including organizing and chairing Project Management meetings on a regular basis.
- Responsible for ensuring the technical scope of work is defined and prepared. Monitor any changes to the scope of work; notify and obtain authorization from project owners to any changes.
- Provide inputs or prepare capital project reports as needed for various stakeholders, such as variance explanations, outlook forecasts, yearend forecasts, project reports and summaries, memos, and lessons learned.
- Provide input for the development of Capital Investment Justifications and Addendums.
- Lead or participate in a review of the performance of the project team with respect to the initial scope and the identified project deliverables and make recommendations for future improvements.
- Provide project management expertise to support project participants regarding interdisciplinary engineering, financial, and resource issues.
- Participate in committees that help shape the goals, processes, procedures, and practices regarding project management.

#### **Qualifications:**

- A two-year diploma in Technology from an educational institution of recognized standing, plus the completion of three accredited courses in project management, courses in leadership, and a minimum of six years of related experience.  
OR
- Completion of a Project Management Certificate, plus four accredited courses in project management, courses in leadership, and a minimum of seven years of related experience.
- Awareness of the fundamentals of electrical, civil, and mechanical disciplines.
- Have knowledge of the principles of project management including estimating, scheduling, cost control, risk management and change control.
- Strong computer skills including experience with scheduling software and the Microsoft Office suite of software. Experience in the use of SAP and P6 to oversee capital budgets and schedules would be considered an asset.

- Experience related to projects associated with transmission, distribution, HVDC or natural gas plant operation as it relates to design, construction, and commissioning activities would be considered an asset.
- Demonstrated high degree of initiative, and ability to maintain working relationships and interact effectively with others at all levels, both inside and outside the Enterprise.
- Additional formal project management training/education and/or PMP or other similar certifications would be considered an asset.
- Organizational and leadership abilities.
- Possess a valid Province of Manitoba Driver's Licence.

### **Salary Range**

Starting salary will be commensurate with qualifications and experience. The range for the classification is \$42.29 - \$58.35 Hourly, \$81,036.54-\$111,819.24 Annually.

### **Apply Now!**

Visit [www.hydro.mb.ca/careers](http://www.hydro.mb.ca/careers) to learn more about this position and to apply online. The deadline for applications is **NOVEMBER 26, 2024**.

We thank you for your interest and will contact you if you are selected for an interview.

***This document is available in accessible formats upon request. Please let us know if you require any accommodations during the recruitment process.***