

Primary Location of work: Fort St. John, BC & Surrounding Area

Position(s): Project Manager

Prospect is seeking an individual to support our project team as a Project Manager. This role is anticipated to be primarily office based, though some field work may be required. If you possess a combination of any or all of the skills listed below, and are looking for an exciting change, contact us today. Email resume to levans@prospectenv.ca or apply our office at 10514 87 Ave. Fort St. John, BC between the hours of 9:30-2:30.

The following are some of the responsibilities for the role of Project Manager:

- Communicate with Management and Supervisors
- Review site information, project requests and prepare field files
- Prepare and review reports and appendices
- Prepare job scopes and cost estimates for field work
- Complete required updates to clients and other service providers
- Support with field work as required
- Mentor team members
- Support development of Standard Operating Procedures

A successful candidate will possess a combination of the following experience, skills and qualifications:

- Relevant Canadian education (technical diploma or degree)
- Related field experience in Canadian environmental consulting or a related discipline
- Understanding of Canadian environmental regulations applicable to BC environmental consulting
- Technical writing skills
- Field skills for soil and water sampling
- Full comprehension of Contaminated Sites including assessment, remediation, and reclamation
- High competency in suite of office programs
- Adept in project tracking and mapping software applicable to the industry
- Detailed and organized, with the ability to manage more than one project/client concurrently

Safety Tickets

- H2S
- WHMIS
- CSO
- First Aid
- TDG
- Drivers License

Prospect offers an excellent compensation package of competitive wages and benefits which will vary based on qualifications and experience. Thank you for your interest. Potential candidates will be contacted for interviews. *References are required.*



