

PROGRAM MANAGER – ITH-085-21-042

Come work at a rapidly growing engineering firm that is staffed with industry experts, has great benefits, and prides itself on developing our people.

The Company

Planview Utility Services Limited (Planview USL) is an engineering firm that provides engineering design, sub-surface investigation and geographical information related services to telecommunication companies and electric utilities. Our workforce is a mix of veterans of the industry and youthful enthusiastic technical resources. We have pride in our collegial culture and host multiple regular corporate sponsored social activities. Our embrace of the use of technology plays a large part in our success.

The Position

We are currently seeking a qualified **Program Manager – Infrastructure** for our growing Markham office. Large municipal infrastructure projects like transit upgrades, as well as road and bridge re-construction have significant impacts on existing utilities. The successful candidate will lead a team that will be responsible for providing an overall utility solution to accommodate the infrastructure works. Tasks under the candidate's purview will include utility conflict assessment, leave in place options with support and protect measures, and relocation options.

Responsibilities

- Report to the Divisional Director;
- Manage the staffing, training and budgetary requirements with respect to various customer contracts associated with Major Infrastructure.
- Assign, direct and evaluate the work of staff; and oversee the development and maintenance of staff competence.
- Ensure the team is equipped with appropriate training and tools to effectively complete their tasks.
- Perform administrative functions such as reviewing and writing reports and performance appraisals, approving expenditures, enforcing rules, and making decisions about the purchase of materials or services.
- Prepare regular financial and staffing forecasts as required by the Organization.
- Coordinate work activities with Project Administrators, CAD Designers, Structures Designers, Surveyors, Project Engineers;
- Ongoing development of Planview USL's design standards and methodologies to further develop design and operational efficiencies;
- Interface directly with the client and other third-party resources to discuss, review and provide consultations for project requirements;
- Attend site meetings with the client or third parties as required;
- Adhere to strict project budgets and client deliverable dates;
- Other activities as required.

Requirements

- Strong problem solving and troubleshooting skills
- Excellent written and oral communication skills
- The ability to deal with multiple projects and conflicting deadlines

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- Ability to read and interpret engineering work plans.
- Must have a personal vehicle, valid Ontario driver's license and willingness to travel throughout the province.
- Ability to work well in a team environment, personable, and get along with others is essential.
- Graduate from an accredited educational institution.
- Familiar with Canadian industry codes, engineering practices, standards and construction methods.
- Minimum of 7 years of experience in higher levels of management with a proven track record of success managing staff, and large programs.
- Ability to develop detailed process tasks to ensure the team achieves its goals.
- Working knowledge of Book 7 and Road Safety
- Knowledge of typical project deliverables:
 - Buried utility outside plant design in accordance with CSA and ESA
 - Aerial utility outside plant design in accordance with CSA and ESA
 - Plan and profile CAD drawings which includes but is not limited to duct formation, duct occupancy, duct alignment, and manhole and equipment box locations in accordance with various industry standards
- Strong knowledge of Microsoft Office productivity software.

Preferred Skills

- Experience with outside plant design utilities (i.e., electric, gas, telecom, fibre optic);
- Consulting engineering work experience.
- Some knowledge of reinforced concrete utility duct and chamber systems
- Experience with construction on MTO , Rail and Conservation authority lands
- Some familiarity with AutoCAD 2010 or later is an asset.

The Location

Planview USL has 3 offices – Markham, London and Ottawa. Our clients and their projects are based throughout the province. ***The reporting office for this position is in Markham.***

Why You Should Apply

If you like to work as a part of a team, work alone, travel, contribute to infrastructure builds, work outdoors, receive competitive compensation, and be trained in current practices, then you should apply.

Note

Planview USL is an Equal Opportunity Employer.

In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, Planview USL will provide accommodations to applicants with disabilities throughout the recruitment, selection and/or assessment process. If selected to participate in the recruitment, selection and/or assessment process, please inform Human Resources staff of the nature of any accommodation(s) that you may require.