



# NORTHERN STEEL LTD.

## Company Profile

Northern Steel Ltd. is a Prince George, B.C. based steel manufacturing company and recognized leading supplier of custom fabricated steel products and machined components serving the Oil and Gas, Mining, Pulp and Paper, Chemical and Energy sectors primarily in Western Canada. We are seeking a Project Manager to join our growing team.

**Job Status:** Full time/Permanent

**Job Description:** Northern Steel Ltd. is looking for a responsible, experienced, and highly self-motivated individual who can oversee multiple projects. As a Project Manager, you will play a key role in providing leadership in managing/supervising the coordination of assigned projects. The successful candidate will have similar experience, excellent communication skills and be able to work independently under minimal supervision to complete all required tasks within a timely manner.

## Job Responsibilities:

- Responsible to direct, organize and control project budgets and requirements.
- Manage multiple projects, project resources and governance.
- Use Project Scheduling and control tools to monitor project activities, budget, expenses, hours worked and quality of work being performed.
- Effectively communicate relevant project information, provide updates to clients and project team.
- Coordinate incoming and outgoing inspections and documents as required.
- Maintain a strong relationship with key staff, trade and vendor contacts.
- Take responsibility for ongoing client satisfaction and positive customer experience.
- Participates in estimating and works with subcontractors to secure new work.
- Ensures the project is constructed as per design, budget, quality, and schedule.
- Provides performance status reports for safety, cost forecast, and schedule.
- Performs weekly detailed projected cost forecast reports.
- Negotiates and issues subcontracts, revisions, and major purchase orders, and monitors their progress and schedule.
- Manages all change orders, including negotiating, processing, and assessing cost and schedule impact.
- Identify and document opportunities for improvement for future projects.

**Qualifications:**

- Experience in steel fabrication estimating and material purchasing
- Strong knowledge of plate fabrication and welding processes
- Proven working experience in project management
- Knowledge of AutoCAD, MS Office and network systems
- Excellent written and verbal communication skills
- Solid organizational skills including attention to detail and multitasking skills
- Excellent attendance, punctuality and dependability
- Ability to organize, prioritize, multitask and work under pressure and tight deadlines
- Ability to be resourceful and solve issues that may arise
- Exhibits a professional image
- Engineering technologist diploma or higher credentials will be considered an asset
- Project Management Professional (PMP) certification is a plus

Wages are competitive and commensurate with experience along with a full benefit/pension package. Please email resume along with three professional references to [hrmanager@northernsteelltd.com](mailto:hrmanager@northernsteelltd.com) or fax to 250-561-0112