



1.0 ROLES AND RESPONSIBILITIES

- Responsible for the overall direction, coordination, implementation, execution, control and completion of specific projects ensuring consistency with company strategy, commitments and goals
- Working closely in a team environment with the Client Services Coordinator, other Project Managers (PMs), Senior Project Managers and Environmental Site Assessors (ESAs)/Field Technicians
- Manage an increasing number of projects relative to experience
- Develop and maintain client relationships with the goal of becoming a trusted advisor
- Able to determine needs of clients and develop project strategy, scope, budget and schedule with assistance on an exception basis
- Preparation of proposals and cost estimates
- Assist ESAs and Junior level PMs in the review and interpretation of laboratory findings and data analysis
- Prepare and finalize detailed reports and complete a thorough report review, such that a senior review is not required
- Able to carry out projects on time, on budget and on schedule with no assistance
- Supervise, provide direction and support ESAs and team members working on your specific project(s)
- Communicate regularly and provide guidance to on-site staff that are conducting field work

2.0 QUALIFICATIONS

EDUCATION

- Bachelor's Degree in the field of Environmental Science, Applied Science and/or Engineering
- P.Eng. or P.Geo. designation is required

EXPERIENCE/SKILLS

- Minimum of 5 years of environmental experience
- Experienced in field sampling techniques, data analysis, interpretation and report writing specifically relating to Phase I and II Environmental Site Assessments and/or Remediation and/or Hazardous Materials and Designated Substance Investigations



- Ability to assist in mentoring and training junior team members
- Strong interpersonal, written and oral communication skills
- Proven high level of critical and logical thinking, analysis, and/or reasoning to identify underlying principles, reasons or facts
- Confident in developing and communicating strategy, facts, findings and/or issues with Senior Project Managers and/or Clients in a professional and timely manner
- Ability to complete projects from start to finish with minimal to no assistance from the Senior Project Manager
- High standards of ethics and ability to handle sensitive/confidential information
- Ability to present and facilitate client meetings in a professional, strategic and positive manner
- Ability to function in and commit positively to a professional and collaborative working environment
- Demonstrates aptitude for continuous learning and innovative thinking

3.0 COMPENSATION AND BENEFITS

- Competitive benefits and remuneration packages
- Eligible to participate in an RRSP matching contribution program
- Eligible for an annual bonus based on company and individual performance
- Continuous training, mentoring and coaching