



## INTERNATIONAL ROAD DYNAMICS INC.

### PROJECT MANAGER

**Department:** Operations

**Receives Direction From:** Director, Operations

IRD is seeking a talented and energetic Project Manager to lead diverse and challenging ITS (Intelligent Transportation Systems) projects. The successful applicant will possess proven experience and/or knowledge of Project Management techniques, an understanding of project financial reports, a technical/engineering designation (or equivalent experience), and a desire to succeed. These attributes, coupled with an ability to negotiate, communicate, manage, and interrelate with customers, vendors, clients, and co-workers domestically and internationally will leave the candidate well poised to succeed in a fast paced, exciting environment.

#### **Job Purpose:**

The Project Manager is responsible for planning, coordinating, facilitating and reporting on all tasks associated with delivering an assigned Project. By interfacing with functional groups including Sales and Marketing, Engineering, Production, Installation, Finance, and Service, the Project Manager shall be responsible for satisfactory completion of all project facets including design, procurement, subcontract management, manufacture, delivery, installation, acceptance, and training. The Project Manager will ensure the timely delivery of a quality product (or system) on schedule and on budget.

#### **Duties & Responsibilities:**

- Plan and manage the design and installation of intelligent transportation projects
- Prepare detailed project updates and manage work plans, budgets and schedules from proposal through to commissioning and acceptance
- Develop Project Plans and schedules in consultation with Engineering, Production, and Field Support leads.
- Maintain IRD's management information system by providing initial budget information to project accounting, accurate revenue and cost forecast's and by re-forecasting projects in an appropriate and timely manner.
- Facilitate meetings with project team members and management, wherein scope, budget, schedule, resources and risks are discussed
- Remain in daily contact with the Project Team members through the respective phases of the project to ensure smooth progress and timely resolution to any project performance issues.
- Maintain open and continual communication with the customer to report current project progress and manage their expectations appropriately.
- Provide updates to management at scheduled project review meetings
- Ensure proper staff is coordinated and present for installations, systems testing and acceptance and training phases for the project.
- Develop training plans as required.
- Organize a project post mortem to discuss: costs, profits, issues, NCR's and any other lessons learned that can be applied to future projects.

If you are interested in applying at IRD, a resume should be forwarded in confidence to Human Resources at **702 43rd Street East, Saskatoon, SK S7K 3T9**, fax: **306-653-6609** or email:

[jobs@irdinc.com](mailto:jobs@irdinc.com)



## CAREERS AT IRD

### Skills & Abilities:

- Possess strong technical knowledge, project management, and leadership skills
- Possess strong communication, human relations and negotiation skills
- Possess practical knowledge of contract administration, scheduling and budget monitoring
- Ability to function in a computerized environment utilizing MS Office
- Possess strong organizational skills

### Qualifications:

Any or all of the following designations:

- Bachelors Degree in Engineering (preferably Civil or Electrical)
- Equivalent technical experience or knowledge, combined with a Bachelors Degree in Commerce.
- A post secondary technical diploma (A.Sc.T.) with minimum 5 years related experience.
- A Professional Project Manager (PMP) Designation an asset

Please indicate position '**O-PM1006**' in your cover letter and subject line.

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*IRD is an Equal Opportunity Employer.*