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Environmental Project Manager

Location: Fort St. John & Port Moody, BC / Calgary, AB

We are willing to consider remote work for candidates with previous BC upstream oil and gas remediation / contaminated sites knowledge and environmental consulting work experience.

Overview

SynergyAspen's purpose is to reduce our clients' environmental footprint. We are a growing environmental consulting firm that provides clients with exceptional service and value, and our employees with meaningful careers. Our area of expertise includes reclamation, remediation, and natural sciences, with a specialty in upstream oil and gas work conducting reclamation projects on contaminated sites in Northeast BC.

The primary function of the Environmental Project Manager is to manage multiple projects of varying complexity within set timelines and provide skilled organization pertaining to planning, budgeting, issue resolution, resource allocation and management. Within a project, this role reports to an Environmental Account Manager. This position may also liaise with the client directly regarding the project work and status. This position will report to the Operations Manager.

Your Key Responsibilities

- Define scope of activities, set priorities, evaluate, and manage risks and monitor performance
- Manage remediation programs, including Stage 1 and 2 ESAs, Phase I and IIs, soil and groundwater treatment, soil and groundwater monitoring and risk assessments
- Manage reclamation programs, including Schedule B and detailed site assessments
- Assist in the preparation and execution of proposals
- Design and prepare work programs and technical reports for field programs
- Maintain a strong understanding and knowledge of BC regulatory regime (AB is an asset)
- Responsible for review and sign-off on monthly invoices to clients
- Maintain billable targets as set by CEO / COO
- Responsible for ensuring project staff meet, maintain, or exceed client-specific health and safety requirements, review safety documents, POPs', templates, and other material
- Undertake occasional travel to Calgary, Fort St John, Vancouver, or other destinations as needed
- Provide excellent levels of service to our internal and external clients
- Expand services to existing clients through cross-selling SynergyAspen's various lines of business (Remediation, Reclamation and Natural Sciences) and assist in preparation of RFQ's and SOQ's
- Provide professional supervision and guidance to direct reports and junior employees

What You Offer SynergyAspen

- 10+ years relevant experience in environmental consulting, with 6+ years of project management experience
- B.Sc., M.Sc., or Ph.D. in a related discipline and a professional designation (e.g., P.Eng, P.Geo, P.Chem, P.Ag. etc.) recognized in BC or AB
- Experience in contaminated sites, natural sciences, or reclamation, with extensive knowledge of BC OGC Regulations
- Experience in managing technically complex projects, working with a dynamic team, and overseeing cost controls
- Energy, intelligence, and integrity. Your drive for exceptional client experience is relentless
- Experience managing and working with a multi-disciplinary team
- Reliable attention to details that matter most, remarkable accuracy, and professional organizational skills
- Proficient in Microsoft Office Suite, specifically Outlook, Teams, Excel, and Word

- Excellent communication, technical writing, and problem-solving skills
- Commitment to safety

What SynergyAspen Offers You

- An opportunity to be a leader in the adoption and use of technology for an environmental consulting company with the purpose of reducing our clients' environmental footprint
- An opportunity to expand your expertise, and work for a company with integrity of purpose
- Competitive compensation and comprehensive extended health benefits
- Eligibility for educational and professional membership dues reimbursements
- Eligibility for profit sharing
- External and internal training budget
- Flexible work schedules and banked time
- Business-casual dress code
- Pet friendly offices

How to Apply

Submit all applications to our career board at <https://synergyaspencareer.humi.ca/job-board> or visit our website at www.synergyaspen.ca and select Apply under our Current Opportunities.

We thank all interested applicants for their interest, but only shortlisted candidates will be contacted. Your resume will be kept on file for future considerations.