

JOB POSITION - PROJECT MANAGER / ENGINEER

LOCATION

Cambridge, ON

SUMMARY

Lystek is seeking a full-time Project Manager / Engineer to assist in the management of design and construction of projects. The Project Manager assists in all aspects of project development: requirement review, solution development, engineering, scheduling, technical submissions, customer relations, procurement, contract management, change management, project controls, supervision of on-site works, start-up and commissioning, close-outs, quality control, and safety.

This position is well suited to an individual who wants to utilize their engineering talents and experience to execute fast paced construction and technology installation projects. Individuals with experience working in Nova Scotia or Atlantic Canada are encouraged to apply.

Lystek is a technology company that specializes in organic materials recovery. Our work helps municipalities and other generators world-wide maximize resource recovery and reduce greenhouse gas emissions through its innovative approach to biosolids and organics management. Our patented and award-winning thermal hydrolysis technology can be leveraged to optimize anaerobic digesters and biological nutrient removal systems at wastewater treatment facilities, while also contributing to waste diversion and environmental sustainability. This is achieved by transforming non-hazardous, organic materials into nutrient-rich, federally-registered fertilizers and other multi-purpose products.

DUTIES & RESPONSIBILITIES

- Consult with customers, vendors, and internal resources to develop and deliver Lystek solutions
- Responsible for the successful execution of Lystek projects - inclusive of work quality, budget, and schedule
- Prepare and manage project financials throughout the course of the project
- Prepare and manage project schedules
- Ensures project compliance with OHSA & Regulations for Construction Projects by implementing the Company's OH&S Management System
- Mentors and develops Project Coordinators
- Complete facility design and equipment layouts
- Complete engineering estimates and projections for material flows
- Initiate and track change orders
- Prepare RFIs, quotations, and RFQ responses
- Prepare contract, drawing, and specification packages
- Complete and prepare time and material summaries
- Organize and oversee project progress meetings
- Review vendor packages for conformance with Lystek and project requirements
- Organize and track project submissions
- Prepare monthly progress payments
- Organize and manage equipment selections and drawings
- Organize and prepare equipment shipments and deliveries
- Schedule and coordinate quality control inspections
- Develop solutions and proposals to support the Lystek opportunity pipeline
- Apply and develop Lystek's proprietary mass balance tools
- Create high quality customer presentations, technical memos, and technical scopes of work



- Tender and negotiate subcontracted on-site works
- Coordinate with and schedule subcontractors for on-site works
- Review subcontractor quantiles/approve sub payment
- Manage on-site commissioning of new Lystek systems including operations training

WORKING CONDITIONS

- Fast-paced work environment, typically on large, complex projects
- Working on project construction site(s) or in an office setting
- Long working hours, with travel between work sites
- May require working nights and/or weekends, depending on contract schedule requirements
- Will be required to work under pressure with tight deadlines
- Exposure to operating wastewater treatment plants, waste management facilities, and construction site environments in all seasons and weather conditions
- Travel expenses paid by employer
- Must have the physical ability to use stairs, ladders and walk over rough terrain

EDUCATION, EXPERIENCE & POSITION REQUIREMENTS

- University degree in Environmental Engineering, Chemical Engineering, Mechanical Engineering, or Civil Engineering
- Professional Engineer licensed to practice in Ontario or Nova Scotia
- Experience working in a construction or operating site environment
- Excellent communication and organizational skills are mandatory
- Thorough attention to detail
- Strong knowledge and understanding of construction health and safety requirements
- Experience working within SAP and Autodesk Construction Cloud environments is an asset
- Proficient and professional in oral and written communication
- Sound judgement, reliable, and organized
- Valid full G class driver's license
- Willing to work in a team environment utilizing effective interpersonal skills with various levels within the organization and external stakeholders

EMPLOYEE BENEFITS

- Competitive wages
- Bonus program
- Employer paid health and dental benefits
- Extensive training programs and opportunities for company sponsored development activities
- Retirement benefits program

This position description is a profile summary of the job and not a complete listing of duties. Other related duties may be assigned. Additional duties or change in duties does not warrant a substantial change in the job.

If you've got an excellent work ethic, strong desire to produce quality and award winning work then Lystek is the place for you.

Email resume to careers@lystek.com