



PROJECT MANAGER/ELECTRICAL ESTIMATOR

Lopes offers competitive wages, professional development, health and dental benefits 100% covered by Lopes, RRSP contribution, great work environment and a fulfilling career with advantage of continual growth.

A **Project Manager/Electrical Estimator at Lopes Limited** is responsible for the overall direction, estimation, coordination, implementation, execution, control and completion of specific projects ensuring consistency with company strategy, commitments and project goals.

RESPONSIBILITIES:

- Manage projects and people in collaboration with the department lead
- Maintain and monitor budgets
- Manage obstacles and provide creative solutions in a cost-effective manner
- Maintain and monitor files, drawings, scope of work, specifications
- Plan procurement to match project needs
- Collaborate with other divisions, in our multi-disciplinary company, to execute work effectively
- Interact with customers and clients, attend meetings and negotiate work for the best interest of the project
- Analyze and develop solutions to project execution problems
- Estimate electrical projects for tendering purposes
- Estimate work within ongoing projects
- Monitor projects, to ensure compliance with company standards, procedures, project specifications and codes
- Plan and drive project execution in a safe and effective manner
- Coordinate quality control activities in accordance with project requirements
- Manage suppliers and procurement by tracking, following up and maintaining accurate and up-to-date logs (RFI, Supplier/Subcontractor, Owner etc.)
- Reports to the head of the Electrical Department
- Perform additional assignments and responsibilities requested by supervision



REQUIRED QUALIFICATIONS/SKILLS

- 5+ years experience in the electrical trade
- Electrical trade-based education
- 3+ years of project management experience
- Estimating experience in an electrical and multi-trade environment
- Strong mathematics and analytical skills
- Ability to effectively communicate in English (verbally and in writing)
- Valid Driver's license class G
- Working knowledge of construction equipment and techniques, drawings and specifications, building materials, and required standards applicable to discipline.
- Excellent attention to detail and accuracy
- Excellent interpersonal skills, including building strong professional relationships and communicating effectively with internal staff, office visitors, clients and vendors
- Strong multi-tasking, scheduling and time management skills, with the ability to efficiently attend to tight deadlines
- Computer proficiency, with strong emphasis on MS Word, and Excel. Proficiency in MS Project or Primavera P6 is an asset

Please note that applicants must be legally entitled to work in Canada.

Lopes is committed to the principle of equity in employment. Accommodation will be provided throughout the hiring process, as required. Applicants must make their needs known in advance.

We thank all applicants for their interest, however, only those selected for further consideration will be contacted.