



Project Controls Lead

KDM Constructors is a construction and maintenance company created in partnership with three Saskatchewan First Nation Communities. Our company can reinforce the trusted relationships individually built by each community to progress forward as a collective.

Position

Reporting to Site Manager, KDM Constructors LP, you will be responsible for coordinating, monitoring, and leading all activities related to project costs, schedule, and document controls.

This position is based in Jansen, SK at the BHP Mine site. This position will be a 14/7 schedule and 10 hr days; however, the candidate must be willing to work overtime when required.

Job Duties

- Analyze key financial figures and metrics to ensure projects maintain budgets
- Develop or modify and implement project control procedures based on project requirements
- Manage and monitor change, understand risks and report accordingly
- Build Rules of Credit alongside project teams
- Providing weekly burns to update schedule accurately
- Reviewing and approving vendor invoices
- Prepare monthly reports alongside project manager
- Analyzes cost structures, maintains, and improves cost accounting system
- Ability to effectively lead and mentor teammates
- Work with field teams to ensure project costs are allocated correctly to WBS accounts
- Knowledge in all construction disciplines an asset
- Liaise with internal and external stakeholder ranging from client managers through to field staff and subcontractors
- Maintain and liaise with clients, building professional relationships
- Attend and participate in meetings as required by the client or head office
- Performing ad-hoc project analysis and support.
- Schedule development, analyzing progress & changes for impact on project
- Manage documents from site to office, ensuring control of key reports



Qualifications

- Minimum 10 years' experience in project controls
- Effective self-managing, good problem-solving skills, planning, organizing, and priority setting skills combined with a strong work ethic
- Ability to think critically and make independent decisions
- Strong written and verbal communication skills with the English language
- Excellent Microsoft suite abilities
- Familiarity with Sage an asset
- Ability to build and manage schedules in Primavera and Microsoft Projects an asset
- Must be open and flexible to change, take initiative and be a team player
- Computer literacy is a must have
- Pre-employment medical exam and drug test will be required.
- Depending on project requirements, site terms may be required.

Total Compensation

With this opportunity, a competitive Total Compensation Package, including fair and equitable wages and a comprehensive group benefit plan will be offered.

Application Process

Please apply by sending a cover letter and resume to recruiting@kdmco.ca. The start date is as soon as the successful candidate is available. Please include in your cover letter why you are interested in the job and which skills, experience, and/or education make you an excellent candidate for KDM Constructors.

We thank all applicants for their interest; however only those candidates with cover letters and resumes who fit the needs of the company will be contacted.

Closing Date

Open until suitable candidate has been hired.