

EXTERNAL

PROJECT MANAGEMENT SUBJECT MATTER EXPERT (2 POSITIONS) PROJECT MANAGEMENT OFFICE ATCO EDMONTON, AB

WHO WE ARE:

With approximately 7,000 employees and assets of \$20 billion, ATCO is a diversified global corporation delivering service excellence and innovative business solutions in Structures & Logistics (workforce housing, innovative modular facilities, construction, site support services, and logistics and operations management); Electricity (electricity generation, transmission, and distribution); Pipelines & Liquids (natural gas transmission, distribution and infrastructure development, energy storage, and industrial water solutions); and Retail Energy (electricity and natural gas retail sales). More information can be found at www.ATCO.com

DESCRIPTION:

Reporting to the Manager, Project Management Office, this position acts as Subject Matter Expert in the development and improvement of Project Management tools. Responsibilities include liaising with the functional user groups within the GBUs and other stakeholders to define the tools requirements, analyze and validate the system to deliver effective and efficient solutions, ensuring awareness of existing tools and their continuous improvement and that existing tools meet or exceed industry benchmarks, coordinating with appropriate departments to implement change, assisting the Project Auditor in performing ongoing maturity analysis, identifying gaps and closing them, and assist with training development and rollout.

RESPONSIBILITIES:

- Lead the development and improvement of Project Management tools.
- Liaise between the functional user groups within the Global Business Units (GBUs) and other stakeholders to help define the tools required to deliver effective and efficient solutions.
- Map out and identify all processes that support the execution of projects.
- Work with GBUs and Subject Matter Experts work groups to integrate project processes and procedures.
- Proactively develop analytical techniques and investigation tools within the business to gain a competitive advantage and create efficiencies across the organization.
- Contribute to the development of project plans, business cases and help determine business requirements for various Project Management application selection or enhancement initiatives.
- Maintain full project management documentation and ensure all materials for auditing are in place.
- Work with the training department or other training groups to identify the content and approach to any training workshops on the new and/or modified tools.
- Ensure affected parties receive the appropriate training and that the effectiveness of this training is analyzed for improvement opportunities.
- Identify competency framework and training requirements for Project Managers and project team members.
- Hosting professional development opportunities for Project Managers and project resources.
- With the help of the Project Auditor, perform an ongoing maturity analysis on project activities across the GBUs, identify the gaps and plan for closing the gaps.
- Understand new best industry practices and trends and evaluate how they can impact ATCO.

QUALIFICATIONS:

- Registered Professional Engineer with APEGA preferred
- Minimum 10 years' related experience
- Strong knowledge and experience with the PMI standards
- Experience with Six Sigma or LEAN methodologies would be considered an asset
- Knowledge of systems and software such as MS Word, Excel, Project or Primavera P6 is required
- Good understanding of regulatory and non-regulatory environment
- Strong interpersonal and communication skills
- Excellent organizational, planning and critical thinking skills

- Ability to lead by example, utilizing the company's values and beliefs to achieve work group, departmental, and company objectives
- Ability to coordinate and gain consensus from a set of diverse representatives to meet overall company objectives
- Preference will be given to those candidates with experience in the utility or construction industry

Please apply through the ATCO website at www.atco.com/Careers/

When applying for this opportunity, **please quote reference number REQ4164.**

We would like to thank everyone for their application; however, only those being considered for an interview will be contacted.

Final candidates will be required to undergo a Security Clearance Check.

Collection, use and retention of personal information will be in accordance with ATCO Group privacy policies and practices.

By submitting your resume and personal information to ATCO, and/or participating in a personal interview, you acknowledge and consent to the collection, use and disclosure of your personal information by ATCO to determine your suitability for employment opportunities within ATCO.