



Join the team that's changing the Windsor-Detroit skyline.

www.gordiehoweinternationalbridge.com

Director, Project Controls– term ending December 31, 2024

As Director, Project Controls, you will be responsible for providing leadership and management in the areas of scheduling management system (including analysis and reporting), and contract management. Leading, establishing, and ensuring an efficient set of processes and tools are in place to support project controls efforts, for all activities associated with work being performed for or by WDBA and to ensuring that both WDBA and Bridging North America meet their financial obligations as outlined in the Project Agreement. As a key member of the Enterprise Project Management Office (EPMO) Team, the Director, Project Controls will ensure WDBA meets project control principles in their work associated with the Project Agreement. Not only will you build, maintain, and influence strong relationships with a large number of stakeholders on this high-profile infrastructure project, we can offer you the following abilities to:

Job Functions

- Lead the creation, implementation, and maintenance of project controls for the work being performed by and for WDBA in support of the obligations as set out in the Project Agreement, ensuring tools and reporting are properly managed. Establish performance management process for key functions ensuring proper KPIs and reporting are in place.
- Oversee WDBA's planning and scheduling activities by ensuring ongoing review and maintenance of the master schedule. Ensure proper coordination with Bridging North America and Project Controls team during construction.
- Lead EPMO monthly technical reporting cycle contributing to the preparation of the Executive Report and the Monthly Management Report. Review scheduling sections of Senior Project Manager reports to ensure accuracy and consistency in the data being reported.
- Provide regular contributions and supporting materials on Design-Build (DB) monthly schedule developments and ad-hoc analysis for Senior Leadership Team and CEO for review and consideration.
- Issue monthly updates to the Communications team and all WDBA external stakeholders on reporting requirements related to DB schedule matters.
- Ensure Project Controls contribution to the management and analysis of contractor claims (e.g., Time Impact Analysis, Schedule Variance Analysis) and relevant risks arising under the P3 Project Agreement and from the Early Works contracts. In collaboration with Claims Analysts, Claims Manager and Risk Manager, create, implement, and maintain the necessary tools to support the claims team. Work with legal counsel to negotiate claims.
- Lead monthly DB Schedule review meeting with Bridging North America, identifying critical issues for clarification or discussion (e.g., adherence to contract requirements, schedule quality, changes to schedule logic that impact critical path). Negotiating for improvements to reporting where justified.
- Provide effective leadership by planning, directing, and overseeing the work of direct reports. Ensure protocols for a healthy and safe work environment are implemented and followed. Lead direct reports using a performance management and development process that includes goal setting, feedback, and performance development planning. Work with Human Resources to recruit and retain staff. Ensure Project Controls team has the necessary skills, resources, and tools. Fosters and supports a culture of excellence to ensure that the team is demonstrating WDBA's corporate statements and adheres to appropriate guidelines and practices.
- Oversee the overall management and flow of project control documents between WDBA and Bridging North America. Work with Project Manager, Controls and team to create, implement and maintain relevant documents, ensuring proper tracking, distribution and effective communication and project management of documents.
- Represent the EPMO at various WDBA internal meetings on Project Controls and EPMO's oversight function. Perform other ad-hoc duties (e.g., audits, EPMO Organization Change Management documentation) as required.

To join this team, you will bring the following:

- A Bachelor's degree Business Administration, Engineering, or related field
- Certified Project Management Professional (PMP) an asset



- Certified Lean Six Sigma Black Belt (ICBB) considered an asset
- Minimum 5 years of progressive management experience leading project control functions involving complex or large-scale projects
- Demonstrated application of schedule Management principles including Work Breakdown Structure, Schedule Development and Schedule Risk Analysis and use of Primavera P6.
- Demonstrated knowledge and application of Earned Value Techniques and use on various contract types.
- Demonstrated knowledge and application of Project Change Management principles and forecasting.
- Demonstrated contract management and contractor negotiation experience specifically regarding Project Controls requirements.
- Experience with P3 projects, considered an asset
- Experience with international projects, considered an asset
- Intermediate MS Office Suite
- Project Management Software, including MS Project and Primavera
- Ability to obtain a Government of Canada Personnel Screening/ Security Clearance. Applicants must have 5 years of Canadian residence history.
- Ability to travel within Ontario and Michigan

Our culture is driven by knowledgeable professionals with a passion for their field and the Gordie Howe International Bridge. The following competencies are keys to your success within our team:

- Ability to build consensus and drive outcomes with diverse stakeholders
- Well-developed oversight and organizational awareness with an understanding of how to engage team members to accomplish tasks
- Demonstrated ability to effectively and professionally communicate orally and in writing
- Sound professional judgement and initiative
- Superior multi-tasking skills and the ability to work in a fast-paced, deadline oriented and dynamic environment
- Strong ability to build and maintain positive relationships
- Excellent organizational, analytical, and problem-solving abilities, with exceptional attention to detail
- Strong, demonstrated leadership skills, with an ability to effectively direct, motivate and mentor staff

We will reward your initiative with:

- Salary \$ 131,207 to \$160,365
- Eligibility for Annual Bonus
- Comprehensive group benefits package
- Defined Contribution Pension Plan
- Paid Time Off Benefits – Vacation, Personal Leave, Floater Day, Medical Leave, 12 Holidays
- Flexible Work Arrangements
- Training and Development opportunities
- Relocation assistance may be provided, if required

Qualified applicants may email their resume to recruitment@wdbridge.com up to and including January 15, 2021.

Please quote file #WDBA-163 Resumes must be submitted electronically and will only be accepted in MS Word or PDF format.

Although all applications are appreciated, only those candidates selected for an interview will be contacted.

WDBA values talent and diversity as cornerstones of our success and is committed to creating a diverse and inclusive workforce that is reflective of our community and country. To support this commitment, we encourage applications from people of all races, ethnic origins, religions, abilities, sexual orientations, gender identities or expressions.