



## JOB POSTING

### Project Manager

Competition No. #2024-04

**Starting Hourly Rate: \$54.78 (after completion of 6-month probation: \$58.81 Oct 1/24 rate)**

**Classification Band 8**

*Victoria International Airport (YYJ) is the 11th busiest airport in Canada and is located on the homelands of the WSÁNEĆ People whose historical relationship to the land continues to this day. YYJ has been rated one of the top ten most-loved airports in the world by CNN Travel and has been named one of BC's Top Employers annually since 2020. Winner of the best regional airport in North America award by Airports Council International in 2012, 2014 and 2020, YYJ provides a safe, secure, sustainable, and efficient airport that creates prosperity for our region by connecting Greater Victoria with the world. Victoria Airport Authority has managed the operations at YYJ on behalf of the surrounding communities since April 1, 1997.*

### Position Overview

As a result of continued growth, VAA is recruiting for a full-time Project Manager to join our award-winning team. Reporting to the Director, Planning and Engineering (the Director), the Project Manager is accountable to lead planning, design, and implementation of assigned airport capital infrastructure projects and ensure the prudent management of capital assets throughout their life cycle. The Project Manager is relied upon to apply professional architectural or engineering expertise to ensure that assets (e.g., runways, buildings, roads, utilities, underground systems, etc.) are developed and maintained to achieve strategic objectives, fulfil scope, and schedule expectations and are carried out in compliance with Board approvals, corporate policies, regulatory requirements, and the prudent deployment of financial resources. Under the direction of the Director, the Project Manager oversees the performance of professional engineering contractors and works with a wide network of internal and external contacts. On occasion, the Project Manager may be required to lead or attend construction meetings or reviews at night, outside of core working hours.

The Project Manager is a Union position that normally works a 40 hour work week. This position is eligible for overtime.

### Knowledge, Skills, Abilities, and Personal Characteristics

A professional designation such as P. Eng. (or equivalent) is required, along with a post-secondary degree in Engineering, Architecture or a Technical School graduate in a Construction related discipline. PMP certification (attained or in progress) is an asset. Strong knowledge of PM life cycle and methodologies. Knowledge of professional engineering, industry standards, best practices and security, safety, risk management and regulatory requirements related to all aspects of airport capital asset project planning, management, oversight, and performance standards.

Recent, related experience must include:

- 5+ years of experience managing projects
- Experience in design, inspection, and construction.
- Strong working knowledge of current construction cost estimating methods.
- Experience in providing contract negotiation support.
- Strong conflict management skills and expertise to persuade and negotiate effective resolutions when issues arise.
- Experience working with a variety of internal/external stakeholders.
- Strong understanding of contract law.
- An ability to identify and rectify potential safety issues.

- An ability to meet the requirements of a safety sensitive position.

Within six (6) months of hire, the Project Manager must obtain and maintain the appropriate level of Airport Security Clearance (RAIC) as well as the following licenses/certifications as a condition of employment:

- A valid Class 5 British Columbia driver's license.
- Airside Vehicle Operator Permit (AVOP).
- Radio Operator's Certificate – Aeronautical.

As a condition of employment, VAA is part of the federally regulated air transportation sector and employees must abide by any potential future federally mandated health measures (e.g. COVID-19 vaccination/booster shots).

The Project Manager must also possess and/or demonstrate:

- Ability to meet the physical requirements of the position: this position requires walking (and climbing ladders) in construction areas inside and outside the terminal in all weather conditions.
- Ability to tolerate a noisy work environment where there may periodically be fumes from aircraft.
- Knowledge of Canadian Aviation legislation, regulations, and standards as they apply to airport infrastructure.
- Knowledge of issues, trends, and challenges related to airport infrastructure project planning, evaluation, development, and implementation.
- Knowledge of data management standards (e.g., for technical documents, vector and attribute data, etc.) and best practices.
- Financial management, procurement, and contract management knowledge.
- Exceptional oral and written English communication skills, presentation skills and attention to detail when communicating.
- Ability to communicate complex technical concepts in a manner that can be understood by the audience.
- Ability to manage multiple priorities and consistently produce results within timelines.
- Conflict management, negotiations, and issues management skills.
- Ability to develop and maintain positive working relationships with employees and a wide network of internal/external contacts.
- A willingness to work outside normal work schedule to meet operational requirements, when required.

For a detailed job description please visit VAA's website <https://yyj.ca/careers-employment/working-at-yyj/>

### **Applications**

Interested applicants may submit their application including a cover letter and resume quoting Competition #2024-04, by following this link [https://easyapply.co/job/project-manager-857?rcid=vaa\\_careers\\_page](https://easyapply.co/job/project-manager-857?rcid=vaa_careers_page). This posting will remain open until filled.

VAA is located on the homelands of the WSÁNEĆ People and as a result, qualified self-identified Indigenous applicants are encouraged to apply and may be given preference during the recruiting and selection process.

An eligibility list to fill future vacancies may be created.

VAA values inclusion and accessibility and is committed to providing reasonable accommodations for applicants and employees with disabilities. If reasonable accommodation is needed to take part in the job application or interview process, please contact [humanresources@victoriaairport.com](mailto:humanresources@victoriaairport.com).

**Please ensure your application clearly identifies how you meet the education, experience, and knowledge requirements stated in the job description. Applicants must be legally entitled to work in Canada.**

***We sincerely appreciate the interest of all applicants; however, only those selected for further consideration will be contacted.***

\* The Restricted Area Identification Card is a security pass issued by local airport authorities to all non-passengers working in the restricted areas of airports.