

Project Manager – Land Services (Central & Northern Alberta)

Pioneer Professional Services Group Ltd. is currently looking for an experienced Project Manager in our Land Services Division to join our team in our Sherwood Park office. Pioneer is a Western Canadian professional consulting firm with 33 years of experience in delivering project management, surface & mineral land acquisition, public consultation, and administration services. Pioneer's experienced and diverse group of professionals also offers a full range of complimentary environmental and safety services including emergency response planning, environmental assessments, EFR's, full reclamation and remediation.

Responsibilities & Duties:

- Project Management - single point of contact for clients, field staff and surveyors
- Coordination of the surface acquisitions for client's projects in Central and Northern Alberta
- Responsible for the training and supervision of office and field staff
- Lead participate in "Problem Solving" meetings between clients, landowners and other stakeholders
- Prepare reports and status updates to clients on projects
- Prepare, lead and attend Surface Rights Board (SRB) hearings for/with clients
- Up to date Knowledge of Surface Rights legislation and regulations in Alberta
- Responsible for all aspects of the projects ensuring timeline, deliverable and budget are met for Pioneer's clients

Qualifications:

- Minimum 5 years project manager / coordinator experience
- Valid Alberta Land Agents License
- Valid Alberta Commissioners for Oaths Appointment
- Ability to travel, must possess valid driver's license
- Legal authorization to work in Canada
- Competent computer skills in Outlook, Word, Excel and iLand
- Strong analytical and problem solving skills
- Ability to work in a fast paced environment and collaborate with others
- Excellent verbal and written communication skills
- Hard working, open and honest personality

Location:

Pioneer's offices are located in Calgary, Sherwood Park, Grande Prairie, Bonnyville, Lloydminster, Medicine Hat, Fort St. John, Sylvan Lake and Regina. The ideal candidate would be based out of the Sherwood Park office.

Interested candidates are invited to forward a resume, in confidence to:

hr@pioneer-group.ca

We would like to thank all applicants for their interest in this position however only those selected for interviews will be contacted.