



Supply Chain Management Association British Columbia
300 – 435 Columbia Street ~ New Westminster, BC V3L 5N8
Tel: (604) 540-4494 or 1-800-411-7622 ~ Fax: (604) 540-4023

Employers are advertising the following positions to the members of SCMABC. These postings may also be advertised elsewhere. If you are applying for one of these positions please let the employer know that you learned of it through their advertisement placed with SCMABC. If you do change jobs remember to notify SCMABC at info@scmabc.ca or fax to (604) 540-4023 so that we can update our records.

Career Opportunity

Position Title : Project Manager
Employer : BC Hydro
Location : Burnaby, British Columbia, Canada
Date Listed : 25th September 2019
Competition End Date: October 16th, 2019
Salary : Competitive



Job Summary

Position description:

Source: BC Hydro
Job Title: Project Manager
Job Number: BCH-R-4041-190923E2
Job Location: Burnaby, British Columbia, Canada
Job Status: Full Time - Permanent

We're BC Hydro and we have a big job to do.

Keeping the lights on for over 4 million people across the province takes a lot of talented people doing many different jobs. From working deep in a generating station, atop a power pole, or behind a desk, whatever it is that makes you tick we offer challenging careers to help you reach your potential.

We're investing more than \$2 billion per year in major capital infrastructure projects to help meet the growing demand for safe, reliable power. We're upgrading transmission lines, building new substations, and investing in our hydroelectric generation facilities. We aim to provide meaningful and challenging work, opportunities for growth and a healthy work/life balance. We've been recognized for excellence and been named one of B.C.'s Top Employers and one of Canada's Best Diversity Employers for four years in a row.

It's our vision is to be the most trusted, innovative utility company in North America by being smart about power in all we do.

Disclaimer: The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.



Supply Chain Management Association British Columbia
300 – 435 Columbia Street ~ New Westminster, BC V3L 5N8
Tel: (604) 540-4494 or 1-800-411-7622 ~ Fax: (604) 540-4023

Employers are advertising the following positions to the members of SCMABC. These postings may also be advertised elsewhere. If you are applying for one of these positions please let the employer know that you learned of it through their advertisement placed with SCMBABC. If you do change jobs remember to notify SCMABC at info@scmabc.ca or fax to (604) 540-4023 so that we can update our records.

Summary of essential job functions:

JOB DESCRIPTION

Duties:

Our Supply Chain function is integral to keeping the business running and the lights on. We're transforming our Supply Chain model through the implementation of a full category management capability to better meet the business' requirements for quality, safety and reliability in what we buy for the best total cost and to ensure mutually beneficial supplier relationships.

As the Operations & Enterprise (O&E) Supply Chain group, we're accountable to develop and implement strategies for the key products and services spend categories that account for over 80% of BC Hydro's annual \$2 billion expenditures. Our category strategies enable us to be smart about what and how we buy from whom, and in how we work with our suppliers, in order to deliver on BC Hydro's vision, mission and corporate priorities.

BC Hydro's O&E team is seeking a minimum of two experienced Project Managers (PMs) to join the Category Management team. The Mission of the Category Management PMs is to work collaboratively across BC Hydro with cross-functional teams and to lead all aspects of change projects in accordance with the Category Management framework, business process improvement and project management standard methodologies. The PMs will have leadership responsibility for the life-cycle of large cross-enterprise multi-year change initiative(s) and/or a mix of supply chain improvement projects that impact a number of internal business groups.

Throughout the category management project lifecycle, PMs may oversee: strategy development, sourcing, business process improvements, contract management, supplier relationship management and/or benefits realization. Key to their success is building and managing relationships across internal business groups, stakeholders and suppliers, and being proficient at organizing and managing risks and constraints to ensure effective and integrated project delivery.

Candidate profile:

Our ideal candidates are motivated by achieving results for BC Hydro and the success of their teams. They are proactive and take ownership. They are adept at creating and using influence where they do not have direct authority. They have a proven track record of planning and executing large projects and managing cross functional teams in complex business environments with multiple stakeholders, various strategic considerations and rigorous governance in order to achieve specific business outcomes. They are a blend of strategic and pragmatic: able to create longer-term project plans and able to organize and manage the near term priorities and issues to make progress on the project plans every day.

Successful candidates are team players, collaborators with a growth mindset, and able to stay calm and focused under pressure. They leverage their excellent communication and facilitation skills to engage team members at all levels of the organization to work effectively towards desired project outcomes. The ideal candidate is comfortable with changing and complex business contexts, and

Disclaimer: The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.



Supply Chain Management Association British Columbia
300 – 435 Columbia Street ~ New Westminster, BC V3L 5N8
Tel: (604) 540-4494 or 1-800-411-7622 ~ Fax: (604) 540-4023

Employers are advertising the following positions to the members of SCMABC. These postings may also be advertised elsewhere. If you are applying for one of these positions please let the employer know that you learned of it through their advertisement placed with SCMABC. If you do change jobs remember to notify SCMABC at info@scmabc.ca or fax to (604) 540-4023 so that we can update our records.

adapts their leadership style to influence others at all levels. The ideal candidates understand what leadership means in the context of their role and within BC Hydro, and they are open to learning and evolving their leadership.

High Level Outcomes:

PMs will work collaboratively in cross-functional teams, with multiple stakeholder groups across BC Hydro, to ensure that projects are initiated, planned, executed, managed, and closed in accordance to BC Hydro's processes and procedures. Key accountabilities will include:

- Leading the project initiation phase. Key activities may include preparing a project charter, identifying stakeholders and their expectations, creating preliminary scope statements, identifying high level risks, assumptions and constraints, setting up SharePoint record management, and following documentation control protocols.
- Planning the project. Key activities may include but are not limited to establishing project team roles and responsibilities (RACI), achieving stakeholder alignment on the project scope, defining deliverables and milestones, preparing a project plan, scheduling resources, getting the project budget approved.
- Providing advice and support in executing the project effectively and efficiently. Key tasks may include conducting the project communication activities, quality management activities, risk control, budget control, and scope control/integrated change control activities.
- Managing project resources, monitoring project scope, managing stakeholder expectations, monitoring project quality, and complying with project governance requirements.
- Measuring and communicating progress of all O&E project metrics, deliverables, and milestones through biweekly reports, dashboards/scorecards, and various reports for each category and within a portfolio.
- Overseeing formal project closeout activities such as lessons learned and a project completion report.
- Staying abreast of best practices in project management and performance tracking/reporting.
- Guiding and monitoring compliance with the Category Management process as well as contributing to continuous improvements efforts to ensure maximum process efficiency.
- Supporting and contributing to cross organizational initiatives, as required which may include writing and presenting plans, business cases, briefs, reports, and other documents for senior management and internal/external stakeholder groups.

Disclaimer: The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.



Supply Chain Management Association British Columbia
300 – 435 Columbia Street ~ New Westminster, BC V3L 5N8
Tel: (604) 540-4494 or 1-800-411-7622 ~ Fax: (604) 540-4023

Employers are advertising the following positions to the members of SCMABC. These postings may also be advertised elsewhere. If you are applying for one of these positions please let the employer know that you learned of it through their advertisement placed with SCMABC. If you do change jobs remember to notify SCMABC at info@scmabc.ca or fax to (604) 540-4023 so that we can update our records.

Qualifications:

- Bachelor's degree in Business Administration, Economics, or a related/equivalent degree, and one or more professional designations and/or certifications (e.g. PMP, CBAP).
- 8-15 years of experience in project management in complex business environments including proficiency in business planning and familiarity with business process improvements.
- Experience leading change initiatives using structured project management. Demonstrated ability to not only adapt to change but also to support change within the organization.
- Strong team player with a proven track record in managing cross-functional project teams with multiple stakeholders, various strategic considerations, and rigorous governance oversight.
- Excellent presentation/facilitation skills in order to effectively interact and collaborate with various stakeholder groups.
- Demonstrated experience communicating effectively verbally and in written form to various levels of audiences.
- Ability to lead through influence, with a customer-focused approach, in order to facilitate complex decisions and resolve conflicts.
- Demonstrated ability in building and maintaining strongly influential business relationships.
- Demonstrated planning and scheduling experience, as well as proficiency in Microsoft Project or an equivalent scheduling application, and Excel.
- Proven time management skills, ability to meet deadlines, and adapt to changing priorities.

Competencies:

The following Skills/Abilities/Competencies are associated with success for this role.

- Quick Learner with Growth Mindset: Must quickly learn BC Hydro processes, category management framework, and the different aspects of the BC Hydro culture (e.g. operations, project delivery, corporate).
- Results Oriented Influencer: Always has the outcomes and objectives in mind, confident and adept at shifting the thoughts, attitudes and behaviors of others.
- Analytical and Forward Thinker: Able to create insights and 'aha' moments by thinking broadly and deeply, while considering the overall big picture.

Disclaimer: The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.



Supply Chain Management Association British Columbia
300 – 435 Columbia Street ~ New Westminster, BC V3L 5N8
Tel: (604) 540-4494 or 1-800-411-7622 ~ Fax: (604) 540-4023

Employers are advertising the following positions to the members of SCMABC. These postings may also be advertised elsewhere. If you are applying for one of these positions please let the employer know that you learned of it through their advertisement placed with SCMABC. If you do change jobs remember to notify SCMABC at info@scmabc.ca or fax to (604) 540-4023 so that we can update our records.

- **Relationship Builder:** Builds relationships by truly seeking to understand stakeholders' priorities and core requirements.
- **Leadership:** Takes accountability of the planning process and works towards achieving milestones; uses persuasive influence where doesn't have direct authority.
- **Communications (written/oral):** Conveys information to people clearly and simply, in a way that builds commitment and gets actioned.
- **Planning & Project Management:** Builds project plans through an interactive thinking process, with clarity around goals and the required steps to achieve them.
- **Business Acumen:** Able to accurately assess complex BC Hydro situations and apply sound judgment to design pragmatic solutions and approaches.

How to Apply

To Apply : Interested candidates should submit their applications online at https://app.bchydro.com/careers/current_opp.html by **October 16th, 2019.**

Contact : https://app.bchydro.com/careers/current_opp.html
We're BC Hydro and we have a big job to do.

Keeping the lights on for over 4 million people across the province takes a lot of talented people doing many different jobs. From working deep in a generating station, atop a power pole, or behind a desk, whatever it is that makes you tick we offer challenging careers to help you reach your potential.

Business Profile : We're investing more than \$2 billion per year in major capital infrastructure projects to help meet the growing demand for safe, reliable power. We're upgrading transmission lines, building new substations, and investing in our hydroelectric generation facilities. We aim to provide meaningful and challenging work, opportunities for growth and a healthy work/life balance. We've been recognized for excellence and been named one of B.C.'s Top Employers and one of Canada's Best Diversity Employers for four years in a row.

Disclaimer: The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.



Supply Chain Management Association British Columbia
300 – 435 Columbia Street ~ New Westminster, BC V3L 5N8
Tel: (604) 540-4494 or 1-800-411-7622 ~ Fax: (604) 540-4023

Employers are advertising the following positions to the members of SCMABC. These postings may also be advertised elsewhere. If you are applying for one of these positions please let the employer know that you learned of it through their advertisement placed with SCMABC. If you do change jobs remember to notify SCMABC at info@scmabc.ca or fax to (604) 540-4023 so that we can update our records.

It's our vision is to be the most trusted, innovative utility company in North America by being smart about power in all we do.

Company Web Site : https://app.bchydro.com/careers/current_opp.html



Please forward completed job posting form to:
Supply Chain Management Association British Columbia
300 - 435 Columbia Street, New Westminster, BC V3L 5N8
Tel: (604) 540-4494 or 1-800-411-PMAC (7622) Fax: (604) 540-4023
Email: info@scmabc.ca



Disclaimer: The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.