

Mechanical & Electrical Manager - Site C

Under the general direction of the Plant Maintenance Manager, the Mechanical and Electrical Manager will maintain safe and efficient operation of the physical mechanical and electrical systems/equipment on site.

You will investigate and resolve complex problems related to HVAC, electrical, mechanical and plumbing systems and direct all work of the personnel assigned to site. You are accountable for achieving specific operational objectives while ensuring day to day requirements of the site are met.

Responsibilities

- Assist in coordinating subcontractors, arrange and attend subcontractor coordination meetings;
- Assist to mobilize the assigned resources in order to safely and effectively achieve project completion;
- Assist in inventory control of all materials, plant and equipment assigned to the Project and ensure any relevant calibration and safety maintenance records are current;
- Prepare reports as per the project procedures manual and requirements of the contract;
- Follow current codes of conduct as per the company standards and the contract;
- Review job orders to determine work priorities, direct maintenance activities on utility systems to provide continuous supply of heat, electric power, gas, water and sewage for operations;
- Oversee the inspection of systems and equipment for conformance with operational standards;
- Display a willingness to make decisions, exhibit sound and accurate judgement, prioritize and plan work activities, react well under pressure and keep up to date with changes and new concepts in the fields of maintenance and operations;
- Meet electrical and mechanical maintenance financial objectives;
- Assist with maintaining supplies inventory and enhance facilities services and organization reputation
- Such other duties and responsibilities as assigned by his/her supervisor;

Essential Functions

- Deliver the Electrical and Mechanical aspects of the Project to meet quality, safety and environmental requirements in compliance with Contract specifications, schedule and budget
- Promote Safety on the project
- Work under general supervision, having contact with supervisors on a regular basis.
- Excellent communication skills.

Job Requirements:

- Minimum of 5 years of experience working in a similar role managing 10-20 reports and have knowledge of HVAC, electrical and mechanical systems;
- Experience with Primavera P6 a benefit
- Red Seal Trade a plus
- Must have the ability to supervise a variety of personnel actions and direct a work force;
- 5 years of related experience, or an equivalent combination of formal education and relevant experience.
- Experience in a similar role on major civil engineering design-build projects.
- Proven track record of ability, backed up with acceptable references.
- Technical school background or equivalent years of construction supervision experience;
- Ability to understand and work with engineering and technical drawings as well as Project Schedules; and
- Computer skills, preferably MS Office including Outlook, Word, and Excel.