

Project Manager

Quadro Communications Co-operative Inc. is a solution oriented Telecommunications company providing mobility, telephone, digital television, internet, business services, and computer repair and I.T solutions. As a Co-operative, Quadro Communications is committed to enriching our customers' experience with personal service and innovative products, while fulfilling the evolving needs of our customers.

Quadro is currently looking for someone with Fibre Construction Experience.

Are you an enthusiastic individual who wants to join our team as a Project Manager in the St. Marys area? This is two-year full-time contract position with benefits after three months of employment.

As a Project Manager you are responsible for following through end to end project life cycle from initiation, planning, design, development, testing, and deployment of Quadro Communication's telecom network.

Some of your duties include but are not limited to:

1. Responsible for project scope, schedule, and cost control.
2. Ensuring successful and timely installations of Fibre Distribution Networks and Fibre Services.
3. Oversee the timely ordering and PO approval process for the Fibre Product required for this Project.
4. Improved cost control by eliminating needless expenses.
5. Create monthly status reports to ensure project is timely and within projected scope for the senior management team.
6. Read and interpret Construction Plans, Service Orders and Trouble Tickets.
7. Perform quality inspections.
8. Work with contractors to establish and manage appropriate project milestones.
9. Have knowledge of outside plant facilities.
10. Possess the knowledge to operate the tools and test equipment necessary to perform locates and all phases of installation and repair of subscriber premises telecommunication services, including fibre.
11. Provide exceptional customer service.
12. Successfully manage the daily workload requirements.
13. Oversee network splicing, certification, circuit testing, fiber terminations and fiber audits.
14. Manage cutovers and upgrades as directed by work orders.
15. Responding to customer inquiries and issues.
16. Have the ability to foster good relations with potential and current customers.
17. Ensure workers and worksites meet safety standards daily to ensure public and workers safety.

Quadro Communications wants you to join our team if you:

1. Have successfully managed a project life cycle and processes and initiated solutions for reducing costs for projects.
2. Have minimal 10 years' experience in the telecommunications sector.
3. Have completed a degree in Project Management.
4. Have prior experience performing locates, fibre installation and maintenance knowledge, running inside wire and placing jacks.
5. Have previous management experience.
6. Have worked with Fibre Technology.
7. Can interpret technical documents, prepare requests for bids, and determine project costing.
8. Are safety conscious and can work with minimal supervision.
9. Can organize your daily work load (prioritizing of work and time).

10. Are self-motivated, have good written and verbal communications skills and possess computer skills (Windows and Office).
11. Are comfortable working in varying weather conditions.
12. Have a valid driver's license – Class G or higher.
13. Can manage a physically demanding position which involves sitting, standing, bending, climbing, lifting, and working at heights and in confined spaces. Prior ladder experience is an asset.
14. Will adhere to all company policies, adoption and/or changes to policies.
15. Can work from all Quadro locations.
16. Are available to work weekdays, weekends or evening shifts.

Quadro offers a varied working environment and competitive compensation. If you have the passion for helping customers with their technology needs, then submit your cover letter and resume to g.hr@quadro.net quoting Project Manager in the subject line of your email.

Quadro Communications is committed to creating an accessible environment and will accommodate disabilities during the selection process. Please let your recruiter know during the selection process of any accommodation needs.

We thank all those that apply but only successful applicants will be contacted for an interview.