



Trace Associates Inc. exists to help you have a great life. Our people work hard to understand your needs and exceed your expectations, because we genuinely care about you and your success.

We are an employee-owned professional services firm specializing in environmental science and engineering advisory across Canada.

**POSITIVE. FUN. HUMBLE. TRUSTING. TRANSPARENT.**

## **Position | Location: Project Manager (Term Position) | Edmonton (St. Albert)**

### **The Opportunity**

- We are looking for a Project Manager that wants to make a difference with a company that cares about its people.
- Project management opportunities exist in our reclamation and remediation practice areas for a one-year term with the possibility of permanent employment upon term completion.

### **Responsibilities**

- Manage projects within the reclamation and remediation practice areas.
- Provide leadership, mentorship, and technical support to staff supporting your projects and programs.
- Coordinate with field staff and senior advisors to scope projects, communicate with clients, execute work, track budgets, and deliver reports.
- The Project Manager position is primarily office based; however, a fieldwork component of up to 10% may be required.

### **Qualifications**

- Graduated from a college or university with a degree or a diploma in science or engineering, an environmental focus is an asset.
- Minimum 6 years consulting or project management experience, working in the reclamation or remediation service areas is an asset.
- Can safely operate vehicles and has a valid class 5 driver's licence.

### **Profile**

- Health, safety, and wellness are critical to you.
- You are positive, humble, caring, genuine, and trustworthy.
- You enjoy work life balance and being a part of a people-focused company.
- You take pride in your work.
- An enthusiastic and positive attitude, with an ability to manage multiple priorities.
- You are organized, adaptable, and have a passion for consistently delivering outstanding work.
- Excellent written and verbal communication skills.

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### **For further information or to apply:**

Please visit [traceassociates.ca/careers](https://traceassociates.ca/careers) or email your cover letter and resume to [careers@traceassociates.ca](mailto:careers@traceassociates.ca) and quote position number **CAN-AB-0200-31**. Resumes submitted without a cover letter will not be considered. We thank all those who apply; however, only those selected for interviews will be contacted.