



Example of Project Controls Manager Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of project controls manager. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for project controls manager

- Evaluates manpower, labor hour, and labor cost requirements versus budget limitations
- Coordinate service support with Trane National Service
- Responsible for the oversight and management of all administrative functions and reporting
- Collaborate closely with project delivery teams both client and internal to integrate all time, cost and quality information
- Responsible for the project controls on the K3 project
- K3 Expansion Project, this includes managing Hatch and AMEC (EPCM) project controls the Mosaic managed portion of project controls
- Provide direction and oversight to the Esterhazy Sustaining Capital Project Controls group to ensure that appropriate project controls are executed on all sustaining projects and proper reporting to senior management
- Manage the K3 transition to an operating facility (this % of time will increase in future years as the transition gets closer)
- Management of the Esterhazy Sustaining Project Controls
- Other duties assigned to support Senior Manager - Project Services - Capital such as SWG and SLT presentations and reporting

Qualifications for project controls manager

- Experience in Electrical and/or Gas Transmission preferred
- Must be familiar with total cost management techniques including cost estimation, economic evaluation, cost control, cash flow, cost performance, cost reporting
- Self-starter, ability to build bridges and relationships internally externally
- You possess a Bachelor's degree in Business Administration, Engineering or related discipline
- You possess a minimum of five (5) years of experience in Project Management