Corporate Project Manager

The PAL Group, a leading company in the Canadian Aviation industry, is focused on a pathway of growth and innovation. Through its multi-faceted divisions, PAL has established its footprint not only on a national level, but internationally, with new and innovative ventures and partnerships. Headquartered in St. John's, NL, PAL is seeking a **Corporate Project Manager** to contribute to its continued success and programs.

The Corporate Project Manager will take a lead in managing the entire project lifecycle of PAL's special project portfolio, ranging from strategic planning initiatives to tactical activities.

Specific duties and responsibilities include:

- Ensure efficient delivery of quality project deliverables.
- Establish a project plan for each approved project, defining the project's goals, objectives, risks, assumptions, staffing levels, roles and responsibilities, work breakdown structure, milestones and deliverables.
- Manage project activities throughout lifecycle, including the allocation of adequate resources, scheduling, documentation, budget, and other factors necessary for success.
- With a focus on Analytics, report on project health and suggest ways to optimize outcome.
- Ensure clear communication of expectations and project status to stakeholders and senior management.
- Establish, implement, and follow a formal change management program.
- Adhere to established methodologies for project management.
- Produce regular reports on the progress of projects and adherence to budgets.
- Identify and resolve conflicts within project teams.
- Conduct project post-mortems in order to identify areas for improvement and make recommendations based on findings.
- Other duties as assigned.

Qualifications:

- Post-secondary degree or diploma in Business or a related subject. An advanced degree is strongly preferred.
- A minimum of (5) years of direct work experience in project management preferred.
- Project management certification is required and PMP certification is preferred.
- Experience with large, diverse IT Project and system rollouts is preferred.
- Experience working internal and external stakeholders of a diverse background preferred.

- Demonstrated results oriented approach to projects.
- Demonstrated success in project delivery and execution of project management methods.
- Ability to assess corporate climate, socio-economic factors, trends, and other criteria to determine chances of project success.
- Highly effective negotiation, diplomatic, and conflict resolution skills.
- Able to effectively communicate, both verbally and in writing, with all levels of staff, including technical, professional, and upper management.
- Strong knowledge of financial management, technology management, and internal controls.
- Strong problem identification and problem resolution skills.
- Ability to create and edit project documents, materials, and presentations.
- Able to build and maintain lasting relationships with business units, corporate departments, key managers, and other stakeholders.
- Flexibility to adjust to shifting priorities and deadlines.
- High level of proficiency with Microsoft Office productivity suite.

Qualified applicants may apply online via:
https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=36d82e3a-52ce-45a9-b10d-a4c02c976b66&jobId=250678&lang=en_CA&source=CC3&ccId=19000101_000001

PAL is an Equal Opportunity Employer. Only those applicants selected for an interview will be contacted.