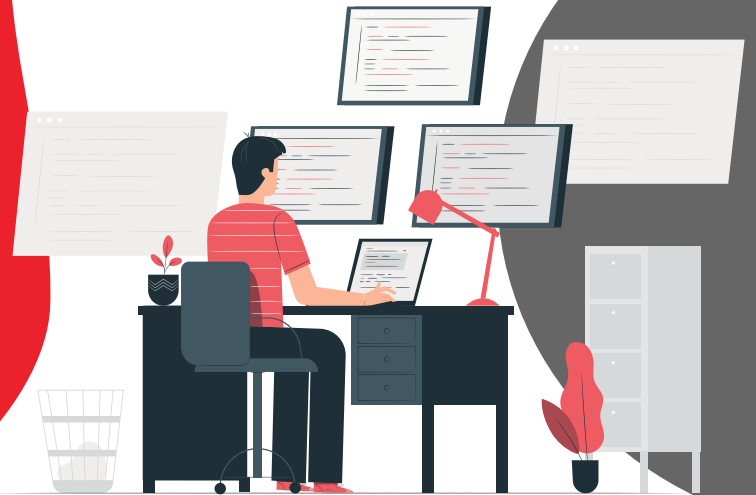




Join our team!

Project Manager



CENGN is Canada's Centre of Excellence in Next Generation Networks. Our mission is to drive innovation and adoption of advanced networking technologies in Canada through our Living Labs and advanced networking infrastructure, technical expertise, talent development, and partner ecosystem, enabling the digital transformation and competitiveness of Canadian industry and the commercial growth of Canadian digital technology solutions.

With the digital transformation opportunity valued at over \$200 billion in Canada, it is clear the new competitive landscape is being driven by digital innovation and the ability to integrate this technology across industries. Join our team, as we work with our ecosystem of technology, innovation, government, and academic partners to build Living Lab testing infrastructure and deliver services that accelerate the testing, validation, demonstration, commercialization and adoption of digital innovation across Canada.

For more information, check out: <https://www.cengn.ca>

The CENGN Advantage



Career Development

An agile company in a modern setting where your ideas and opportunities for growth are nurtured and encouraged



Canadian Innovation Support

Be part of an organization that drives innovation by providing Canadian start-ups and scaleups as well as tech students and professionals the ability to succeed



Great People

The advantage of working with colleagues passionate about their contributions and united under the same mission



Work Where You Work Best

Remote environment to suit your individual professional and personal needs

Benefits

- Attractive and Competitive Group Benefit Plan
- Phone plan reimbursement
- Employer paid RSP contribution with no matching requirement

Wellness and Development

- Annual fitness allowance
- Wellness webinars, lunch and learns, and social events

Vacation and Time Off

- Three weeks vacation plus personal and sick days
- Annual Christmas shutdown

The Opportunity

We are seeking a **full-time individual for CENGN's Program Management Office (PMO)**. In this role, you will report to the Head of PMO and work closely with the CENGN team, Members, and Partners, to plan and execute projects in a dynamic environment with emerging network technologies. The role will require operational management of the projects and to provide necessary frameworks, reporting, and controls to ensure successful execution. **The Project Manager** will also support the development and continuous improvement of project processes.

Location: Ottawa

Salary range: \$55,000 - \$70,000 based on experience

Use of AI in Hiring: No, we do not use AI in screening/selection.

Vacancy Status: This posting is for a new vacancy. We are hiring for 1 position.



Key Responsibilities:

In this role, you will take the ownership of the project coordination, execution and delivery, while being guided, coached and mentored in the following areas to support your professional growth and success in the Project Management discipline.

Project Planning:

- Draft project charters to capture project scope, objectives, and deliverables in collaboration with internal and external stakeholders
- Accountability for project planning and delivery oversight
- Build strong relationships and establish clear roles and responsibilities with stakeholders
- Set-up risk probability matrix and a risk response plan with documented mitigation strategies

Project Execution:

- Lead project teams and deliver across multiple partners
- Help track project progress, timelines, and tasks
- Identify issues early and help resolve them with the team
- Build working relationships with team members and partners
- Ensure project alignment with program goals and overall strategy

Project Closure:

- Conduct project reviews and capture lessons learnt
- Help update project documentation and records
- Assist in tracking final deliverables and project completion



Key Competencies/Qualifications:

What you need:

- Strong written and verbal presentation skills
- Ability to work well with others and build positive relationships
- Organised and detail-oriented mindset
- Comfortable working in a fast-paced environment
- Strong team orientation, working collaboratively to resolve problems and contribute to decisions that enhance organizational effectiveness
- Ability to handle sensitive information appropriately
- Experience working with Microsoft tools and Atlassian toolset including Confluence and JIRA
- Self-motivated and independent, and comfortable asking questions in a remote work setting

Why join us:

- Growth path with increasing ownership and responsibility
- Mentorship from experienced project leaders
- Hands-on experience working on real projects and initiatives
- Opportunities to learn across teams and build core PM skills
- Supportive environment focused on your development



Experience:

- Minimum of 1-3 years Project Management experience in engineering or related discipline



Languages:

- English oral, reading, and writing
- French oral, reading, and writing would be considered an asset



Education:

- University degree, or college diploma in Project Management or a related field, or equivalent practical experience.

Interested and qualified candidates are invited to forward their resume in confidence to CENGN via [CENGN's Application Portal](#).

Follow us on LinkedIn for more CENGN Career Opportunities!



CENGN reserves the right to remove this posting prior to the application deadline. CENGN thanks all applicants for their interest; however, only those selected for an interview will be acknowledged. CENGN is an equal opportunity employer.