

WE'RE HIRING

PROJECT CONTROLLER

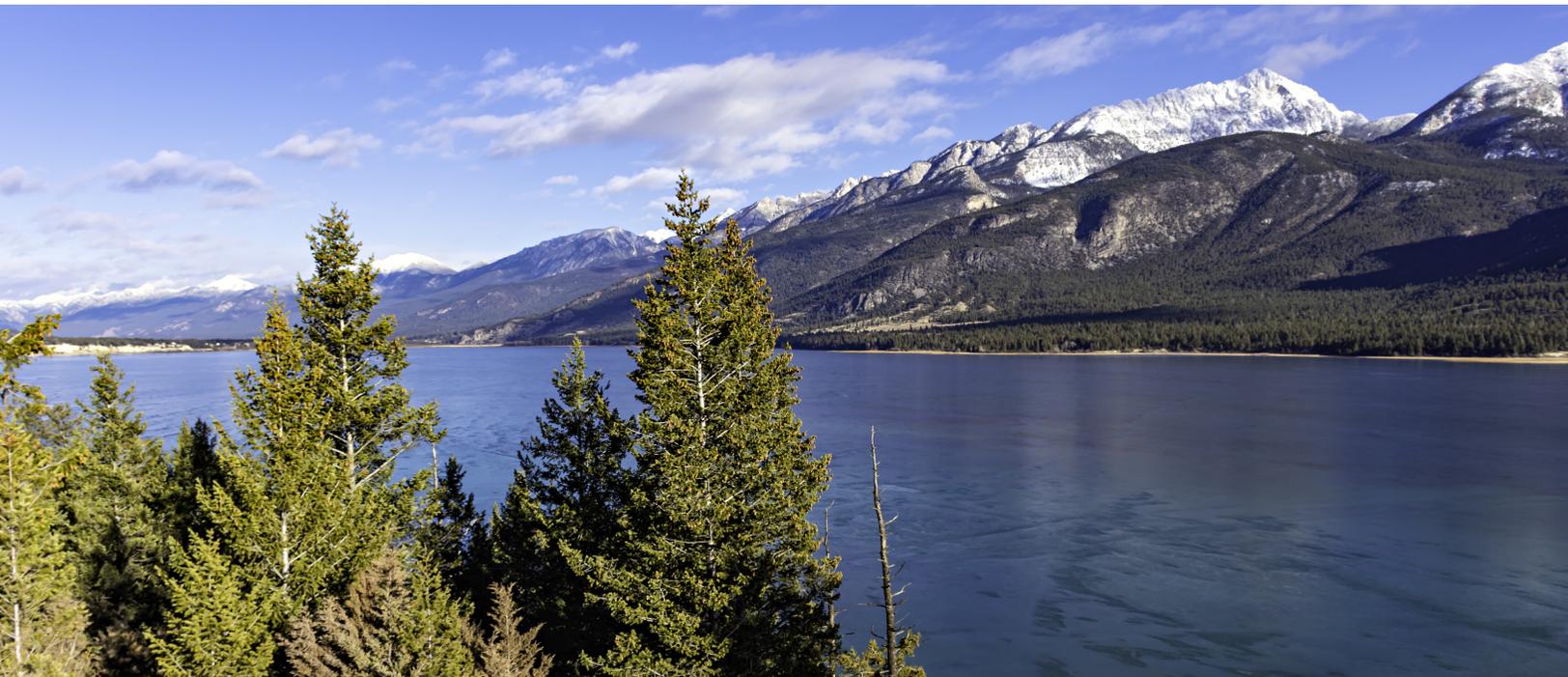
Project Operations Department

Courtenay, Nanaimo, or Campbell River BC

We are looking for a Project Controller to join our professional team in our Courtenay, Nanaimo, or Campbell River office. We provide a safe, supportive and engaging culture that is based on innovation, collaboration, integrity, with the opportunity to apply new technology, gain analytical skills, and realized your career potential. Our compensation plan is competitive and there are great opportunities for growth and advancement through mentorship, training, and other professional development opportunities.

The successful candidate will be welcomed into an exceptional team of professionals dedicated to science-based, ethical environmental consulting, collaborating on fascinating and challenging assignments. This role will be responsible for:

- Working directly with the Project Manager to create and track budgets.
- Conduct project audits, manage schedules, review invoices, manage financial data.
- Promotes Ecofish's principal of Business Discipline, by applying Ecofish's policies and standards.



QUALIFICATIONS:

If you have the following qualifications and are looking for an exciting and challenging opportunity, we would like to hear from you.

- Completion of either a degree, a diploma, or a certificate in project management or related discipline.
- A bachelor of commerce degree is considered an asset.
- Two years related experience or combination of related education and experience.
- Skilled in Microsoft products including Excel, Word, and Project.
- Ability to apply concepts of project cost management – strong mathematical skills.
- Ability to prepare and analyze project financial data.
- Excellent oral and written communication skills.
- Demonstrated ability to write business correspondence, reports, and proposals.
- Ability to effectively present information.
- Proven organization, time-management and follow-through skills in a fast paced project environment.
- Quick learner with strong problem solving skills.
- Strong attention to detail.
- Flexibility to work extended hours.

APPLY NOW!

Interested applicants can send a resume and cover letter that clearly identifies their experience to apply@ecofishresearch.com. Please include “Application for Project Controller Position” in the subject line. **Applications will be accepted until February 28, 2020.** Only those applicants that are selected for an interview will be contacted. No phone calls please.

