

Junior Project Manager

Phone :
Web :



Job Summary

Vacancy :
Deadline : Jul 28, 2024
Published : Jun 28, 2024
Employment Status : On-site
Experience : Any
Salary :
Gender : Any
Career Level : Any
Qualification :

Job Description

Our Company:

Jule is a Toronto-based all-in-one solution provider of Battery Energy Storage Systems (BESS) and Electric Vehicle Fast Charging (EVFC). Using its patented battery & power/energy management technologies, *Jule* has been delivering successful projects over a wide range of industries, including community energy storage, electric vehicle charging infrastructure and microgrid development. It has also partnered with corporate and legislative entities across multiple territories to solve the modern challenges of energy storage and distribution. *Jule* prides itself on coming up with innovative answers via its flexible, practical, and efficient turnkey solutions to address not only problems in the present but also those foreseen in the future.

Our website: <https://www.julepower.com/>

Role Overview:

The Junior Project Manager will lead projects from start to finish, coordinating teams, budgets, and timelines. You'll ensure compliance, manage risks, and communicate effectively with stakeholders to drive successful outcomes in our dynamic industry.

KEY RESPONSIBILITIES:

- Be the main point of contact between our internal teams and communicate cross functionally to ensure seamless execution of projects.
- Develop comprehensive project plans, including scope, goals, scheduling, project costing, budgeting, and resource allocation, for EV charger installation projects.
- Stakeholder Management: Coordinate with internal teams, external contractors, utilities, property owners, and local authorities to obtain necessary permits, approvals, and ensure alignment throughout the project lifecycle.
- Collect and summarize design documents from R&D Team.
- Translate Design Bill of Material (BOM) into Purchase BOM.
- Project Execution: Manage all aspects of EV charger installations, including site assessments, equipment procurement, construction, and commissioning, while ensuring adherence to safety, quality, and regulatory standards.
- Write, update, and document project status reports to ensure accurate tracking of milestones and budget requirements.
- Occasionally conduct site walk throughs and visits to qualify potential sites in CAN and USA.
- Team Collaboration: Collaborate with cross-functional teams, including Sales, Engineering, Operations, and Customer Support, to ensure seamless project coordination and customer satisfaction.
- Attend regular internal and external meetings.
- Coordinate procurement of materials, equipment, and supplies.
- Assist in the coordination between material arrival and production with the support of the Operations Manager.
- Conduct project reviews to identify lessons learned, best practices, and areas for improvement. Share knowledge and contribute to the continuous improvement of project management processes.

KNOWLEDGE AND SKILLS:

- Exceptional technical expertise, with expert capability with Microsoft Excel & PowerPoint and financial analytical skills
- Experience with green energy technology/ electrification/ EV charging is an asset.
- Understanding of electrical systems, construction processes, and local building codes and regulations is preferred.
- Excellent verbal and written communication skills with ability to synthesize complex analysis and data into concise insights and recommendations.

REQUIREMENTS:

- Minimum 2 years experience in a similar role inclusive of co-op experience.
- Bachelor's degree in engineering, preferably Civil or Electrical.
- Experience with cross departmental collaboration, such as sales, accounting and finance, and shipping.
- Proficiency in project management software and tools, i.e., Jira, Microsoft Office.
- Effective communication and interpersonal skills, with the ability to collaborate with stakeholders at various levels and resolve conflicts.
- Proactive problem-solving and decision-making abilities, with attention to detail and a focus on delivering high-quality results.
- Must be a proven critical thinker, self-motivated, and able to manage their time effectively.
- Must be a self-starter, who is passionate about EV and working in an innovative and entrepreneurial environment.

Preferred:

- Registered, or able to register, with PEO as an EIT.
- Proven experience as an Assistant Project Manager, supporting EV charger installations is highly desirable.
- Designation through PMI or working towards PMP certification.
- General knowledge of Energy Systems or Power Engineering.
- A valid Ontario "G" class License with no demerit points, and willing to travel to project sites.
- Able to travel to USA within the first 90 days of employment.

What it feels like to work at Jule:

Jule has maintained its flat management structure and start-up culture, despite its steady growth in the industry for the past ten years. The Business Development Executive will be a part of a rapidly growing Commercial team with opportunities to collaborate with various department's including, Engineering, Purchasing, Product Design, Sales, Project Management and more! Join a close-knit, high-energy team that rewards those who are naturally curious and exceptionally driven, to reach their growth potential.

Compensation:

Compensation will be competitive and commensurate with experience.

Schedule:

- Monday to Friday, 40 hours per week.
- This position is 100% on site in Scarborough, ON.
- Some travel may be required.

We thank all applicants for their interest, however, only candidates selected for an interview will be contacted.

Jule celebrates and values cultural diversity and is committed to attracting and retaining a diverse staff. We will honor your experiences, perspectives, and unique identity. Together, our organization strives to create and maintain working environments that are inclusive, equitable and welcoming.

Jule is committed to providing an accessible recruitment process and workplace. Please let us know if you require accommodation under the Accessibility for Ontarians with Disabilities Act (AODA).

Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits
