

# PROJECT MANAGER

## DESCRIPTION

Project Managers play a key role on construction projects. They assist in planning, executing, monitoring, controlling and closing projects. They are accountable for the entire project scope, project team, resources, and the success or failure of the project.

## SKILLS

- Controlling time management
- Cost estimating and developing the budget
- Organizing and motivating a project team
- Managing reports and necessary documentation
- Analyzing and managing project risk

## DUTIES

- Plan, schedule, organize, direct, control and evaluate construction projects from start to finish
- Coordinating internal resources and vendors for the flawless execution of projects
- Ensuring that all projects are delivered on-time, within scope and within budget
- Use appropriate verification techniques to manage changes in project scope, schedule and costs
- Measure project performance using appropriate systems, tools and techniques
- Report and escalate to management as needed

## EDUCATION

- **A university degree in civil engineering or a college diploma in construction technology may be required**
- The Canadian Construction Association offers Gold Seal Certifications

## RELATED PATHWAY OPTIONS

Operations Manager  
Civil Engineer  
Surveyor  
Estimator

**SALARY RANGE \$65,000 to \$150,000**

VISIT [WWW.MYOCCA.CA](http://WWW.MYOCCA.CA) FOR MORE CAREERS IN CONSTRUCTION

## WHERE TO TRAIN

N/A

## OTHER OPTIONS

CARLTON UNIVERSITY CIVIL ENGINEER	UNIVERSITY OF TORONTO CIVIL ENGINEER
LAKEHEAD UNIVERSITY CIVIL ENGINEER	FANSHAWE COLLEGE CONSTRUCTION PROJECT MANAGEMENT
MCMASTER UNIVERSITY CIVIL ENGINEER	GEORGE BROWN COLLEGE PROJECT MANAGEMENT
RYERSON UNIVERSITY CIVIL ENGINEER	CENTENNIAL COLLEGE PROJECT MANAGEMENT
UNIVERSITY OF OTTAWA CIVIL ENGINEER	HUMBER COLLEGE PROJECT MANAGEMENT
UNIVERSITY OF WATERLOO CIVIL ENGINEER	UNIVERSITY OF TORONTO MANAGEMENT
WESTERN UNIVERSITY CIVIL ENGINEER	FANSHAWE COLLEGE MANAGEMENT
UNIVERSITY OF WINDSOR CIVIL ENGINEER	ALGONQUIN COLLEGE PROJECT MANAGEMENT-

## GETTING STARTED

### THE OCCA CAN HELP YOU EXPLORE THESE THREE PATHWAYS:

- 1** You can begin by applying for a job directly in the Construction Industry. Once you begin working with a Construction Company or Contractor you will quickly gain the necessary skills needed to advance yourself through in-house, work-as-you-learn training.
- 2** You can get started through an apprenticeship program by combining on the job training with technical in-class training, gaining experience and increased responsibility. You can work in the industry, get paid, and work towards earning credits .
- 3** You can enroll in a University, Community College or a Private Technical School to study and prepare yourself for a Career in Construction. All of this information may be found through our website.

