



Position: Environmental Project Manager

Take the next step in your environmental career! North Rock Engineering is seeking a qualified **Environmental Project Manager** to join our team. The successful candidate will work within our highly skilled team of environmental, civil and survey consulting professionals in our Thunder Bay, Ontario office. For this position, we are seeking a highly organized, driven, and self-motivated professional with excellent interpersonal and strong communications skills, and a proven ability to write technical reports. A summary of the responsibilities of this position is provided below.

Job Description:

The successful candidate will work closely with our senior environmental engineer, senior hydrogeologist, civil engineering and geomatics teams by leading and/or overseeing a wide range of environmental programs including field sampling programs; phased environmental site assessments (ESAs); excess soils consulting; soil and groundwater investigations and remediations; surface water and groundwater sampling programs; data tabulation; and field and office reporting. This position will be client-facing and will involve responding to Requests for Proposals (RFPs) and Requests for Quotations (RFQs), communicating with clients, managing field staff, scoping programs and preparing project estimates, and managing project financials. This is a permanent full-time position, with opportunities for advancement and growth.

Key Responsibilities:

The key responsibilities of this position are summarized, but not limited to, those shown below:

- Respond to RFPs and RFQs for various environmental programs.
- Prepare scopes of work and project estimates.
- Liaise with clients, regulators, sub-contractors and stakeholders, including Indigenous communities.
- Mentor junior staff in the completion of environmental field programs including, but not limited to, phased ESAs, groundwater monitoring programs, hydrogeological investigations, hydrological studies, excess soils studies, Records of Site Condition (RSCs), waste capacity assessments, environmental permitting and approvals, and Designated Substance Surveys (DSSs).
- Oversee the investigation and remediation of environmental spill sites.
- Oversee and/or complete groundwater and surface water compliance sampling programs, including compliance reporting.
- Work with senior staff to prepare and update Standard Operating Procedures (SOPs).
- Be responsible for procuring and maintaining environmental monitoring equipment.
- Manage project financials including client invoicing, vendor payment, sub-contractor payment.
- Lead and be responsible for project safety, including preparation of project-specific Health and Safety Plans (HASPs).
- Carry out business development activities, including participating in trade shows or business-related functions, as required.



- Prepare proposals, letters and reports using Microsoft Word, Excel and Adobe.
- Excellent understanding of environmental legislation including, but not limited to, the *Environmental Protection Act* and the *Ontario Water Resources Act* as well as their associated regulations. In particular, the successful candidate will have direct experience navigating the requirements of O. Reg. 153/04, O. Reg. 406/19, R.R.O. Reg. 903, and R.R.O. Reg. 347.

Minimum Qualifications:

The successful candidate will have a minimum of 5 to 10 years of relevant experience in a consulting/engineering environment or related field.

The candidate must hold a valid Degree or Diploma in one of the following disciplines: Environment, Hydrogeology, Water Resources, Geoscience, Geology, or a related Engineering or Science program. A licensed Professional Engineer or Professional Geoscientist in good standing is preferred, but consideration will be given to registered Engineering Interns or Geoscientists-in-Training eligible for licensing within 12 months.

Possession of a full unrestricted Ontario Class 'G' Driver's Licence is required. You must have a clean (unrestricted) driver's abstract.

Application instructions:

Qualified candidates are invited to send their resumes and covering letters directly to **Paula Sdao, P.Eng., Principal – Environmental Engineering** via email to psdao@nrock.ca no later than December 15, 2025.

Job Type:

Full Time, Permanent

Work Schedule:

- Monday to Friday
- 8:30 am – 4:30 pm (7.5 hr/day)

Other Information

- Occasional out-of-town travel and weekend work
- Competitive benefits package including health benefits, safety allowance, and RRSP match