



Cerilon is growing and we're searching for a Project Cost & Planning Lead to join our energetic, entrepreneurial, and environmentally focused group. We thrive on working with people who want to make a difference, take a chance, and be a part of something bigger than themselves.

As Project Cost & Planning Lead with Cerilon, you'll have the opportunity to work with a progressive and fast-paced group of professionals on Gas to Liquid and Infrastructure Projects. This position is based in our Calgary office. The role will be key in the development and monitoring of plans and schedules, baselines, activity progress, identification of trends and corrective/preventative actions to influence on-time delivery of project objectives. Further, the role is responsible for all project cost controls functions including but not limited to cost control, cost forecasting, change management & reporting for the Project. The Project Cost Lead will report to the VP, Project Controls and will work closely with the execution team (PMT) and contractors on a day-to-day basis.

Key Responsibilities

- Leads the establishment and maintenance of Planning and Scheduling standards, associated methodologies, strategies and systems for the project.
- Drives implementation of functional planning and scheduling strategies in all the project areas.
- Undertake the review of monthly contractor schedule updates.
- Oversee the roll-up of detailed Level 3 Schedule into owner Level 2 and Level 1 Schedules
- Leads implementation of functional planning and scheduling strategies.
- Develops and implements project-level dashboards to monitor the project.
- Manage the project cost function specifically of the execution work for the various scopes of work,
- Steward contractor's project execution according to agreed cost with proper monitoring of weekly and monthly cost reports.
- Steward & lead Contractors' cost performance according to their approved budgets and incorporate changes, and trends into cost forecast eliminating cost over expenditure and/or surprises.
- Provide support and leadership for project cost controls process automation.
- Summarize and report on project financial metrics to the project and corporate management and make suggestions for improvement.
- Working knowledge of commercial contracts and the impact/implementation of standard cost control policies and procedures (business knowledge, not technical legal knowledge, etc.).
- Coordinate activities with other functions (e.g. Project Management, Finance, Supply Chain Management, Operations, etc.)
- Familiarity with cost tracking processes for various contract arrangements, including Time and Material, Unit Cost and Lump Sum contract types. Interpret contract requirements and how they are applied to the project relative to cost impacts.
- Manage and calculate earned value (as applicable).
- Facilitate and lead regular Schedule Risk Reviews
- Review Contractor schedule extension claims, mitigation and acceleration plans.
- Assures quality and compliance of planning & scheduling deliverables.
- Review implementation of contractor's systems and tools and their compliance against contractual requirements.
- Leads in the identification and implementation of improvement initiatives, including programmatic developments.
- Provide planning and scheduling expertise as input to value improvement practices.
- Leads implementation of corporate and project-wide standards, frameworks, processes, and systems for Planning & Scheduling.

- Lead the implementation of functional strategy for the project such as interactive planning sessions to optimize the project.
- Reports project-level initiatives upwards to senior leaders.
- Provides planning and scheduling expertise as input to value improvement practices.

Qualifications and Professional Experience

- Bachelor's Degree in Engineering, Construction Management, Commerce, Business or similar field
Project Management, Project Controls Certification or similar is considered an asset.
- Minimum of 15 years of experience in the Oil & Gas industry, with a focus on project controls, planning, scheduling, cost control, change management, risk management and reporting
- Minimum of 10 years in senior/lead Scheduler roles on projects over \$1B.
- Relevant post-secondary education in Engineering, Construction Management, Commerce, Business, and/or Trades is considered an asset.
- Project Management or Project Controls Certification is also an asset.
- Demonstrated leadership in planning and scheduling for large oil & gas projects.
- Hands on experience in using schedule risk software; (Primavera P6 and Pertmaster) is a must.
- Strong stakeholders (internal & external) engagement and communication.
- Excellent communication and analytical skills to solve problems in a collaborative manner.
- Ability to create strong working relationships and comfortable reporting to senior & executive management.
- Ability to work hands-on with a small skilled team and effectively utilize contractor resources.
- Adaptable and able to work effectively in a team environment and consistently maintain a professional and respectful demeanour/attitude with co-workers, financiers, contractors, vendors, and regulatory agencies.
- Intermediate to advanced skills with MS Office suite
- Strong leadership and organizational skills and the ability to prioritize tasks are essential.
- Proven ability to apply a fact-based approach to problem solve complex issues and find resolutions.
- Self-motivated yet able to take direction from Senior Management; work to agreed deadlines; focused attention on details.
- Ability to attend to detail and work in a time-conscious and time-effective manner.

Other Requirements and Information

- Based in Calgary, AB.
- Some travel may be required within Alberta and northern USA states.
- Limited site and/or project office work; may need to work from a home office.
- Flexible workweek; may need to work on some weekends to meet deadlines.
- Full-time role.

We invite all interested candidates to apply via Indeed:

The Cerilon Group is a Canadian-based private corporate group with their affiliate Cerilon GTL, a mid-tier leader in the new frontier of Gas-To-Liquids (GTL) and carbon capture technologies, providing a sustainable, transitional green energy pathway to a global net-zero ecosystem.

Partners of Cerilon GTL include top global energy companies, licensors, development, and technology providers all working together in a synergistic way to create sustainable solutions in carbon capture, sequestration, water, and energy management for state-of-the-art smart manufacturing facilities.

Cerilon GTL offers a cleaner and greener alternative with a portfolio of sustainable, environmentally friendly Gas-to-Liquids (GTL) energy products.