



## The Corporation of the Township of Ignace

### Project Manager Contract Position

The Corporation of the Township of Ignace is seeking a Project Manager. The Project Manager will be directly involved with the Nuclear Waste Management Organization and work closely with Ignace Nuclear Liaison Committee (ICNLC) as we work towards 'Willingness'. The successful candidate will be responsible for a small staff and report to the CAO as well as take control of the Multi-Year Funding Agreement under the direction of Council.

#### **Requirements, Skills & Abilities**

- Post-secondary education in 'Project Management' or equivalent experience is an asset
- Knowledge in the 'Deep Geological Repository' would be an asset
- 3-5 years of project management experience preferred
- 3-5 years of supervisory experience preferred
- Ability to coordinate, lead and direct the staff under you
- Experience in responsible financial management
- Extensive computer skills with knowledge of Microsoft Office Suite
- Must be a strategic thinker who will develop innovative solutions to complex problems
- Time management and multi-tasking is frequently necessary
- Must be able to generate reports to various readers
- Must be able to attend meetings both in the daytime, evening and possibly weekends
- Attention to detail and organization is a must
- Must have your own transportation

Qualified candidates are invited to submit their resume along with a cover letter to:

Interim Clerk  
Township of Ignace  
PO Box 248, 34 Hwy 17  
Ignace, ON, P0T 1T0  
PH: 807-934-2202 Ext. 1022  
[clerk@ignace.ca](mailto:clerk@ignace.ca)

Closing date: Friday, February 10, 2023

**Applicant information is collected and retained under the Municipal Freedom of Information and Protection of Privacy Act and shall be used for candidate selection only. Only qualified candidates will be contacted for an interview.**