



WILLBROS CONSTRUCTION SERVICES (CANADA) L.P.

Willbros Construction Services (Canada) L.P. is a global leader in construction, maintenance and fabrication serving the oil, gas, power, petrochemical and heavy oil industries. With the talent and commitment of our employees and the synergy of four business units, we provide our clients with an integrated suite of products and services that sets us apart from the competition. Willbros is prepared to meet and exceed the requirements of any industrial clientele now and in the future. Willbros commitment to quality is an integral part of our success, to us, quality goes beyond the products and services we offer our clients; it also guides our management philosophy and how we approach our business. Our aim is to be the employer and contractor of choice, offering a safe and comfortable work environment for both our employees and our valued customer.

Willbros Construction Services (Canada) L.P. is currently looking for a

Project Controls Specialist

for our office located in Acheson.

Reporting to the Project Controls Manager, the Project Controls Specialist is responsible for monitoring and controlling the project budgets and progress. The Project Controls Specialist will also perform earned value analysis and support the development of regular project forecasts. The Project Controls Specialist is expected to maintain the change order log and be an active participant in the Change Management processes. A responsibility of the Project Controls Specialist will be preparation of regular and custom project reporting to clients and home office.

Duties & Responsibilities

Cost Control

- Develop project budgets from the construction estimate.
- Enter project budgets (quantities, costs, hours) in the financial cost system.
- Monitor and control the project budgets.
- Develop forecasts with the aid of earned value analysis and field support.
- Monitor, control and report on sub contractor cost, progress and schedule.
- Set-up projects in the time capture system including WBS codes, rates, etc.
- Monitor internal and external rates.

Earned Value Analysis & Project Progress

- Develop and implement project progressing rules.
- Calculate/validate physical percent complete.
- Calculate performance indices using earned value analysis.

Change Management

- Monitor and control the project Change Order Log.
- Create and update change orders, trends and budget shifts.
- Enter all change orders into the cost management system.

Project Reporting

- Manage the project cost report.
- Create regular client reports.
- Create the home office cost reports including margin analysis.
- Create format for LEMs and generate project LEMS as required for T&M work.

Scheduling

- Review project schedule for alignment with WBS, progress status and forecasts.

Month End

Run cost reports out of all systems

- DTC, JDE, Crystal, RRTIS, Hard Dollar

Support journal entries by Finance staff to reallocate costs

- Equipment, Subs, etc.

Compile and assemble estimate at complete (EAC) reports for month end meetings.

Validate EAC with project managers and operations using earned value, productivity tools and historical data/knowledge.

Estimates

Review and enter estimates into estimating database.

Run reports out of estimating database to present costs and revenue to Operations.

Operations Support

Provide field and office support for all systems, policies, and procedures relating to Project Controls.

Position Requirements

Degree / Diploma (Preferably in construction, engineering or equivalent experience).

Minimum of 5 years of cost control experience in heavy construction/energy industry.

Sound knowledge of computer software such as Excel, cost databases.

Familiarity with scheduling software, DTC, JDE or Hard Dollar is beneficial.

This is a permanent full time position.

Applicants are thanked in advance for their interest, however, only those applicants selected for an interview will be contacted. Willbros is an equal opportunity employer.

Please forward your resume to:

Attention: Human Resources

Willbros Construction Services Canada (L.P.)

Careers@willbros.com

Fax (780) 780-962-1014