

QAI Job Number: QAI ELE011
JOB TITLE: Electrical Project Manager
LOCATION: Burnaby, British Columbia
NUMBER OF POSITIONS: 1
CATEGORY: Testing and Evaluation
POSTING DATE: Immediate

BACKGROUND:

QAI Laboratories is a Professional Certification Body/Test Laboratory/ Inspection Body located in Burnaby British Columbia. Over the last few years, the QAI name and logo have become increasingly recognized throughout the Certification world resulting in steady growth of the Certification, Testing, and Inspection business.

QAI Laboratories is currently looking for an applicant to fulfill the following tasks:

DUTIES: The successful candidate will perform, but not be limited to, the following duties:

- Performing testing and evaluation to the National Electrical Standards (CSA, UL, etc.).
- Become familiar with the QAI quality system and administrative procedures.
- Be trained to perform testing and evaluations.
- Become familiar with CSA, UL, and other standards, the Canadian standards system, implementation of standards towards product certification, testing, and inspection.
- Be able to travel throughout Canada and the USA for up to one week per month.
- Be able to write concise, objective, and informative test reports, and documents.
- Perform field audits and field inspections at remote client sites.
- Be able to interact effectively with customer and staff as required.
- Must be willing to part of an energetic team with a can do attitude.

SPECIFIC DUTIES: The successful candidate will be immediately trained in the following areas:

- Testing and evaluation of products to CSA, UL, and IEC standards.
- Conduct inspections and evaluations both in-lab or at the client's site.
- Documenting the results of tests, inspections and evaluations.

QUALIFICATIONS: The successful candidate will:

- An Electrical trade certificate or Electrical Engineering Degree
- Possess superior MS Word and Excel skills, be proficient with Email and Adobe Acrobat
- Possess the ability to read, understand, and apply technical standards towards product certification, testing, and inspection.
- Possess "Good Laboratory Practice" skills essential for testing products.
- Possess good interpersonal and communication skills
- Hazardous location experience an asset

ADDITIONAL INFORMATION:

- Candidates must hold a valid BC drivers' license.
- Candidates must hold a valid passport or be able to obtain a valid passport, and must be able to travel to the US and international destinations.

APPLYING:

Interested candidates should submit their applications to jstadnik@qai.org. Please indicate the QAI Job number in the subject line of the email and in the subject line of your cover letter.

Note: Applications will only be accepted when emailed in MS Word or PDF format, and must have a job-specific cover letter. Please be sure to include the QAI job number in the subject line.