![QAI logo]

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| VANCOUVER, BC: | 877.461.8378 ph. \| 604.527.8368 fx. |
| MIAMI, FL: | 305.885.3328 ph. \| 305.885.3329 fx. |
| LOS ANGELES, CA: | 909.483.0250 ph. \| 909.483.0336 fx. |
| TULSA, OK: | 918.437.8333 ph. \| 918.437.8487 fx. |
| TORONTO, ON: | 905.605.5444 ph. |
| CLEVELAND, OH: | 440.918.1425 ph. |
| WEBSITE: | WWW.QAI.ORG |

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| **QAI Job Number:** | **QAI ELE071421** |
| **JOB TITLE:** | Project Manager - Electrical Safety |
| **LOCATION:** | Burnaby, British Columbia |
| **NUMBER OF POSITIONS:** | 1 |
| **CATEGORY:** | Testing and Evaluation |

**BACKGROUND:**

Founded in 1994 by a group of experienced certification and testing experts, QAI is an independent third-party testing, inspection and certification organization which serves the building, technology, and construction industries (among others) with cost effective solutions through our in-house capabilities / services, and an established world-wide network of qualified affiliates. The QAI name and logo have become well recognized throughout the Certification world resulting in steady growth of our Certification, Testing, and Inspection business streams.

QAI is currently seeking an experienced **Project Manager** to support the Electrical Product Safety Department at our Burnaby, BC location. This role involves evaluation, testing, report writing and performing inspections on various types of electrical products including products used in hazardous locations.

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

- Performing testing and evaluation of various electrical products to nationally recognized electrical safety standards (CSA, UL, IEC, etc.).
- Must have experience in CSA and /UL and IEC standards
- Become familiar with the QAI quality system and administrative procedures.
- Be able to write and review concise, objective, and informative test reports, and documents.
- Perform inspections and field evaluations at remote client sites.
- Be able to interact effectively and professionally with customer and staff, as required.
- Must be willing to part of an energetic team with a can-do attitude.
- Ensure work complies with the QAI quality system
- Other duties as assigned by the manager or its designee

**QUALIFICATIONS:** The successful candidate will:

- Bachelor's degree in electrical engineering, or equivalent.
- 5 years directly related experience.
- Experience evaluating and testing IT products and must.
- Experience evaluating and testing lighting, industrial, medical products, hazardous location products an asset.
- Possess superior MS Word and Excel skills, be proficient with Email and Adobe Acrobat.
- Possess "Good Laboratory Practice" skills essential for testing products.
- Possess good interpersonal and communication skills.

**Key Technical Competence:**
- Practical knowledge in the areas of expertise.
- Able to evaluate necessary requirements for testing, inspection, and/or certification and develop timelines which meet the needs of the client and QAI.
- Able to meet expected timelines and grasps the concept of prioritization.
- Able to multi-task and coordinate many activities across multiple departments, teams, and locations within the organization.
- Able to identify conformance to test, inspection, and/or certification criteria and communicate this to clients and throughout the organization.

**ADDITIONAL INFORMATION:**
- Candidates must hold a valid BC driver's 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 by clicking on the following link: Project Manager - ZipRecruiter or via email at careers@qai.org

We thank all the applicants in advance for their interest; however, only those under consideration will be contacted.

**Join our Team!** *Learn, Develop, Grow!*
At QAI, you will have the opportunity to put your aptitude, experience, knowledge, and desire to learn to the test. We make a difference in people's lives through the work we do as a top-notch Product Testing, Certification, and Inspection body whilst providing rewarding careers for our employees.

**Equal Opportunity Employer**

QAI Laboratories is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to sex, race, color, religion, national origin, age, marital status, political affiliation, sexual orientation, gender identity, genetic information, disability or protected veteran status. We are committed to providing a workplace free of any discrimination or harassment.

**Note**: No sponsorship is available.