



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

QAI Job Number: QAI-PMBP-TOR

JOB TITLE: Project Manager – Building Products

LOCATION: Vaughan, Ontario

NUMBER OF POSITIONS: 1

CATEGORY: Construction Materials/Door and Windows

BACKGROUND:

QAI laboratories is a testing, inspection and certification organization providing services to manufacturers of Electrical Products, Building Products, Vehicles, Factory Built Structures, and other regulated products. Recognition of the QAI name and logo have grown significantly over the past few years resulting in significant expansion of the business. Currently, we are looking for a Project Manager to join our growing Building Products team and support future expansion.

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

- Performing testing and evaluation of building products, to nationally recognized building safety standards (CSA, UL, ASTM, etc.).
- Build, construct, develop testing jigs, test samples and set-ups, document results of tests, inspections and evaluations.
- Under the direction of the Manager - Quality, Safety and Customer Experience, will be the main contact for Quality and Safety for Ontario location.
- Become familiar with the QAI quality system and administrative procedures.
- Be able to travel throughout Canada and the USA as business dictates.
- Be able to write and review concise, objective, and informative test reports, and documents.
- Perform factory inspections at remote client sites.
- Be able to interact effectively and professionally with customer and colleagues, as required.
- Must be willing to be part of an energetic team with a can-do attitude.
- Other duties as assigned by the manager or its designee.

QUALIFICATIONS: The successful candidate will:

- Possess Bachelor's degree in a related engineering discipline, or equivalent experience.
- 5+ years related experience.
- Possess the ability to read, understand, and apply technical standards towards product certification, testing, and inspection.
- Advanced knowledge of US and Canada building codes and referenced nationally recognized safety standards is a plus.
- 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 provide technical guidance on requirements in testing, inspection, and/or certification in their relevant field 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 Ontario 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.

Additional Assets include:

- Forklift experience
- Level I first aid or higher
- Previous experience with construction materials and windows/doors compliance practices in the US and Canada

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.

APPLYING:

QAI Laboratories offers competitive compensation and benefits package. We are committed to the long-term success of our employees.

Interested? Please submit your resume and cover letter at careers@qai.org. 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 of your communication.

Check our other career opportunities on our website careers page: qai.org/careers.

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.