

## About the Team

E.B. Horsman & Son (EBH) has been in business since 1900. We are strong, nimble and growing! EBH is proud to be a successful Western Canadian electrical distributor with 20+ locations throughout BC, Alberta, and Saskatchewan, and we are consistently recognized as one of Canada's Best Managed companies. We take pride in living our core values and carrying our mission statement of "Providing the Best People, Best Solutions and the Best Service in the Electrical Industry."

## Why Join the EBH Team?

**The People & Culture.** You will be a part of a diverse collaborative team with people you can be proud to work with.

**The Perks.** We offer a full benefits package with a competitive compensation plan which includes profit sharing, Employee Share Ownership Program (ESOP) and your birthday off.

**Continuous Development.** You will have access to our EBH University for personal & professional development. Training & Development is an essential part of our culture. Increasing our knowledge not only builds confidence but empowers growth through learning.

## About the role

We are experiencing an exciting growth trajectory at E.B Horsman, which creates new opportunities for entrepreneurial and self-driven individuals who are looking to make a meaningful and empowering impact to drive our company forward.

We are currently seeking to fill the role of **Senior Project Manager**, located in our Head Office in South Surrey, and reporting directly to the CFO.

We are looking for a high-energy, passionate, and detail-oriented Sr. Project Manager, with a "must do" attitude, responsible for connecting stakeholders throughout the business and advancing projects past the finish line with speed, efficiency, and precision. Projects could range from small but mission critical initiatives, to large technology projects focused on our growing e-commerce business, warehouse automation, collaboration and productivity projects, to name a few.

The ideal candidate will be a true "connector," an enabler for the organization which excels in pushing the boundaries of what is possible while

supporting and eliminating roadblocks for the rest of the E.B. Horsman team in pursuit of the company's strategic goals.

### **Position Type/Schedule**

While this role is based out of our Head Office, we do offer the flexibility of a hybrid remote work option. We work closely together in our virtual environment and get together in person when we can and when operationally required. While reasonable flexibility is encouraged, this is a full-time, Monday to Friday position.

**Head Office:** 19295 25th Ave, Surrey BC

### **Who You Are**

You are a confident, highly self-driven yet team-focused Sr. Project Manager with an entrepreneurial spirit, and a 'no task too small or too big' mentality. Additionally, you have/bring:

- Directly manage complex cross-functional projects, including top-level company-wide projects, to deliver on time and budget. Own timelines, outline key milestones and coordinate all activities within competing initiatives
- Anticipate and effectively address any potential bottlenecks and roadblocks
- Effectively communicate project expectations to team members and stakeholders in a timely and clear fashion
- Identify and resolve issues and conflicts within the project teams
- Identify and manage project dependencies and critical path
- Identify and quantify potential risks and plan for appropriate risk mitigation strategies
- Ensure that the quality of the project outcome is not sacrificed for the sake of meeting schedule or budget
- Keep top of mind the business outcome we're trying to achieve or business problem we're looking to solve
- Provide escalation management and anticipate/make trade-offs to balance the business needs versus all potential constraints
- Prepare and present status updates to the leadership team and key stakeholders

- Keep alignment between all projects and the overall strategic goals of the organization
- Truly own the success of projects by enabling others to do their best work
- Backstopping so "it gets done" every time
- Develop and nurture relationships and increase workflow efficiency between our teams, including Operations, Finance, Purchasing, Inventory, Marketing, Sales, IT, HR, and our branches
- Develop, monitor, and improve operations best practices, process, and reporting to increase efficiency, effectiveness, and visibility of Project and Program health KPIs

### **What You'll Bring To This Role?**

- 10+ years of diversified project, program, and change management experience with a proven record of successful project delivery (on time, under budget, in scope). Experience as a project manager in e-commerce or related industry is a plus
- Bachelor's degree in business or related field required. MBA is a plus but not required
- Proven track record of willingness to roll up your sleeves to get the job done
- Ability to influence and move programs forward
- Experience developing and successfully rolling out best practices, processes, and organizational frameworks to match our organization's strengths
- Experience implementing and operating continuous improvement initiatives
- Management: Ability to direct, guide, and manage highly motivated and autonomous cross-functional teams and multi-disciplinary projects
- Leadership: Exceptional project leadership skills, strategic thinking, and problem-solving
- Communication: Excellent verbal and written skills and the ability to communicate clearly and effectively with all key stakeholders, such as sales team, marketing team, supply chain team , customer service team and the leadership team

- **Adaptability:** Able to navigate ambiguous situations, anticipate, identify, and eliminate roadblocks, and know when to escalate to keep projects moving forward.
- **Detail-oriented:** Meticulous attention to detail and proven ability to manage multiple, competing priorities simultaneously
- Master the art of balancing E.B. Horsman's entrepreneurial culture and agility while establishing the right processes and governance
- Track record of eliminating inefficiency and bureaucracy
- Extremely strong organization skills
- Knowledge and proficiency with Project Management tools
- Project Management Professional (PMP) or Certified Project Management Practitioner (CPMP) is considered an asset

**Our Core Values:** Celebrating the Past, Empowering the Future

Teamwork & Collaboration | Integrity | Commitment | Reliability | Initiative | Continuous Improvement

**Our Purpose**

To Help Communities Thrive since the 1900's

**Take Your Next Step With EBH**

If you believe your skillset matches the above description and are an enthusiastic, innovative, passionate and energetic individual, we would like to hear from you. Please visit our website to apply for this posting [www.ebhorsman.com/careers](http://www.ebhorsman.com/careers) or click "Apply" on this posting.

**Our Commitment to Inclusion & Diversity**

E.B Horsman & Son is a proud equal opportunities employer. We are committed to creating a respectful, inclusive and barrier-free workplace that allows all of our people to reach their full potential. A diverse workforce is a key to our success, and we believe in bringing your whole self to work. We welcome all qualified candidates to apply and hope you will choose E.B. Horsman & Son as your employer of choice.