



POSITION OPENING

Position Title: Project Scheduler
Team: Programs
Location: Kanata

LEONARDO DRS, headquartered in Arlington, Virginia and is a leading supplier of integrated products, services and support to military forces, intelligence agencies and prime contractors worldwide. The company is a wholly owned subsidiary of Leonardo which employs more than 45,000 people worldwide. We offer a competitive compensation package and a business culture which rewards performance. For additional information on LEONARDO DRS, please visit our website at www.leonardodrs.com. We are committed to recruiting and retaining the best talent in the defense and aerospace industry.

DRS Technologies Canada Ltd. (DRS Canada), is a leading mid-tier Canadian defence electronics company specializing in military voice and data communications systems; electro-optics (EO) and infrared search and tracking systems (IRST); command, control, communications, computers and intelligence (C4I) systems integration; deployable flight data recorders; and defence/space electronics manufacturing.

What it is like working at DRS!

- A motivating team-based environment where your achievements matter
- A chance to work on Industry leading edge technology with exceptional mentors
- Every second Friday off. We care about your work life balance!
- Flexible hours. Work your hours around your schedule
- Recipient of Carleton University's Co-op Employer of the Year in 2018
- Seasonal company-wide events: free BBQs, Christmas party, Dragon Boat team, Shiny hockey tournament, golf tournament, the Army Run, and more!

Purpose:

Reporting to the Senior Director of Programs the Project Scheduler will support the Program Managers through the disciplined control and administration of the Company's project schedules. Utilizing Sciforma 6.0 scheduling software, the Project Scheduler will enter project schedules, perform data analysis and provide necessary reports. This may involve coordinating project stakeholders, resources, schedules, and liaising with internal customers and other departments.

Major Roles and Responsibilities:

- Organize, implement and maintain project schedules.
- Assist the Program Managers and other stakeholders to set up tasks and sub-tasks for defined projects.
- Attend routine resource planning and forecasting meetings with the Program Managers.
- Interact with project team to define scope of work to create detailed schedules.
- Work with the Finance team and Project Managers to evaluate project schedule progress and performance and identify problem areas.
- Analyze critical path and constraints to determine the effect of changes to schedule and recommend work-around.
- Assist Project Managers to develop and maintain periodic status reports for presentation to senior management.
- Pricing Support.

Core Competencies:

- Effective team player, ability to interface well with people of different disciplines and at all levels.
- Highly developed interpersonal skills.
- Good relationship building and listening skills.
- Ability to multi-task under pressure; and to tight deadlines.
- Integrative problem solving and analytical skills.
- Ability to marshal facts and logically present.
- Effective organization and planning skills.
- Excellent time management skills and ability to complete and achieve goals and objectives.
- Good communication skills (written and verbal).
- Flexible and ability to adapt to change.
- Self-confident.

Technical Competencies:

- Bachelor's degree, college degree and equivalent experience.
- Minimum of three years relevant experience in a project based environment focused on manufacturing and engineering.
- Computer literate with knowledge of project management tools such as; Open Plan, SciForma, PS8, also spreadsheets, and word processing software.
- ERP knowledge and experience.

Security Requirements:

All applicants must be legally entitled to work in Canada and meet Controlled Goods Clearance requirements and Canadian security clearance; a minimum of 10 years continuous residence in Canada and a police background check are mandatory.

Special needs of candidates with disabilities will be accommodated. DRS is dedicated to Employment Equity. DRS Technologies Canada Ltd. is an equal opportunity employer.

Applicants may apply to this position online at www.leonardodrs.com careers. #DRSCanada

