



## Program Manager

Location: Kanata, ON

Headquartered in Yellowknife, Northwest Territories, and with a satellite teleport and network operations centre in Kanata, SSi designs, builds, and operates telecommunications networks in Canada's North and around the world. With over 30 years of operating experience, SSi is a leader in delivering advanced satellite, broadband and mobile wireless solutions to remote and outlying areas.

SSi is currently looking for an experienced Program Manager to be responsible for organizing key telecom programs and specific projects. This position will be responsible for flawless execution, ensuring all is delivered on-time and within budget. To do so, the Program Manager will develop and adhere to project scopes and objectives, while first ensuring technical and business feasibility, and will coordinate internal resources, partners, suppliers and all relevant stakeholders.

If you are a quality-focused, experienced Program Manager looking to further your career, then consider joining our progressive and growing company! If shaping our processes, coordinating the delivery of larger programs and projects, and providing leadership at SSi all sound exciting to you, please apply with your resume and cover letter on [our website](#).

## Key Responsibilities

- Implement a gating process where all programs / projects under consideration are thoroughly vetted from a technical as well as business perspective
- Analyze program / project risks
- Maintain master project list
- Work on strategy with the marketing team
- Develop a budget and operating plan for relevant program(s)
- Produce Project Charters, WBS (Work Breakdown Structure) and Project Plans (Gantt)
- Lead project teams with a diverse array of talents and responsibilities
- Manage supplier relationships and those with relevant third parties
- Implement and manage changes and interventions to ensure project goals are achieved
- Ensure resource availability and allocation
- Meet with stakeholders to make communication, regarding project issues and decisions on services, easy and transparent
- Produce accurate and timely reporting of program status throughout its life cycle
- Other duties that interest you!

## You're a Natural Fit Because You Have:

- Proven stakeholder management skills
- Proven experience managing a team
- Several years working experience as a project administrator in the telecom or information technology sector
- A solid technical background, with understanding or hands-on experience in wireless, telephony and data networks
- The ability to manage timelines, dependencies, project expectations, milestones and resource allocation
- Excellent English written and verbal communication skills
- Solid organizational skills with exceptional attention to detail
- A great educational background, preferably in the fields of program / project management / telecommunications / engineering
- A strong working knowledge of Microsoft Office (MS Project)
- PMP / PRINCE II certification is a plus

## Why Join SSi?

SSi is a close-knit family of passionate and diverse people who excel at solving complex, real world problems. Our corporate culture and high quality of work-life balance are important to us. When you meet our people and see where we work, you'll understand what we mean.

Our corporate focus is stated simply: "People. Ideas. Technology". People who are enabled to do what they love and encouraged to think outside the box will deliver the best ideas. We know that real excitement begins at the end of the comfort zone. We use cutting edge technology as the fuel to drive our learning, to innovate and deliver something meaningful. We apply what we create to help make a difference in some of the most challenging regions of the world.

Besides fostering a great team and a positive work environment, we believe wholeheartedly in open communication, internally and with our customers and partners. We tell it like it is, good or bad. We celebrate our successes and take ownership of our mistakes. We love to see a great idea come to life, just as we enjoy the debates leading up to it.

If you want to enjoy coming to work every day, come work at SSi!