



Project Manager
Charlottetown, PEI

Dosecann is a Canadian licensed dealer dedicated to developing Cannabis Solutions for the global cannabis industry. Dosecann has assembled a world-class team housed in a purpose-built, 42,000 sq. ft. GMP compliant facility that will be the hub for cannabis extraction, product innovation and formulation.

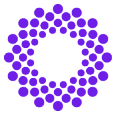
About the role

Reporting to the Director of Operations, the Project Manager will lead the schedule and organization of equipment installation, commissioning and release to production.

The key candidate will be well organized, a good communicator, experienced in manufacturing environments, knowledgeable of the GMP environment, experienced in working in small teams, able to coordinate short and long term scheduling under a rapidly changing set of conditions.

What can you expect to do:

- Responsible for scheduling and managing multiple project timelines
- Manage the installation of processing, testing, formulation and packaging equipment
- Work safely in a GPP/GMP facility adhering to SOP's and reporting requirements
- Preparing documentation in accordance with established codes, standards, specifications and GPP/GMP requirements
- Maintain knowledge and understanding of all planned equipment and products schedules
- Coordinate with the contracted project teams including planners, designers, engineers, and contractors
- Develop equipment responsibility matrix
- Cost estimating and budgeting
- Build preliminary room by room equipment list and budgets; Survey or conduct existing equipment inventories as required.
- Upon project approval, prepares and updates schedule for each project to include room by room equipment list cross referenced to equipment location drawings; Review equipment list and floor plans for accuracy;
- Builds and manages equipment selection, procurement, and installation logistic schedules to meet targeted production dates
- Drives the procurement process to ensure all scheduled milestones are met; working with Supply Chain, Review and track equipment purchase requisitions, purchase orders and payment of invoices
- Coordinates with logistics who arrange the delivery, receiving, staging and storage.
- Coordinate installation, setup, and in-servicing of all equipment
- Manages project closeout including the creation and resolution of punch list items/issues, additional orders for items identified post install, equipment returns, and final closeout documents



What we're looking for:

- At least 5-8 years of project management experience
- PMP or other project management certification an asset
- Strong working knowledge of regulated manufacturing environment
- Effective at working in fast-paced environments
- Extensive plant level experience
- Strong technical background
- Mechanical aptitude on how processes interrelate
- Results and detail oriented
- Effective time-management skills and ability to multi-task
- Ability to work in a fast-paced, changing and challenging environment
- Good organizational skills
- Willingness to learn and grow with Dosecann Team
- Excellent oral and written communication skills
- Strong attention to detail

How to apply

Please email your resume and cover letter to careers@dosecann.com and quote "Project Manager" in the subject line.

Dosecann. is an equal opportunity employer and encourages applications from all qualified individuals. We thank all applicants for their interest, however, only those selected for an interview will be contacted.

We provide accommodation for job applicants with disabilities during the recruitment process in accordance with applicable laws. Please contact us to request accommodation.