Project Specialist, Cost Management

- Irving Shipbuilding

Dartmouth, NS, Canada

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JOB DESCRIPTION

The Project Specialist plays a key role in advancing our Cost Estimating capabilities and ensuring high-quality delivery across Irving Shipbuilding programs and industry partners. In this role, you'll support the development and execution of cost estimating products by leveraging standards, norms, analytics, reporting, engineering insights, contracts, legal requirements, planning, scheduling, and program management best practices to drive strong outcomes.

Working closely with the Manager, Cost Management, the ideal candidate will help lead important strategic initiatives while contributing to the creation, enhancement, and upkeep of our Estimating tools and databases. A major focus of this role is increasing automation and efficiency, improving consistency, accuracy, and productivity across the team.

RESPONSIBILITIES

- Review and support oversight of project activities, achieved performance and other variables to manage performance. Perform analysis that aims at achieving project outcomes and contributing to the overall project success.
- Apply various tools (e.g. Microsoft Excel, Primavera P6, SQL, Tableau, Alteryx, Python) to accomplish project goals.
- Engage productively with project team members. Identify and escalate issues, gain consensus through effective communication, and collaborate successfully across the organization.
- Deliver project updates to leadership teams as required on a weekly, monthly and quarterly basis.
- Document, communicate and monitor procedures.
- Apply and promote project management best practices with an emphasis on planning, execution and change management.
- Develop and deliver new reporting formats and methods to match the needs of an evolving project scope.

QUALIFICATIONS

- Bachelor's degree in project management, business, accounting, finance, engineering, or computer science.
- 2 to 5 years' experience in project management, strategy/governance, change management, or developing technology-based solutions.
- Background in shipbuilding, construction, or manufacturing is considered an asset.
- Ability to read and write technical documents.
- Strong requirements gathering, analysis, and data management skills.
- Proficient in project management principles and tools.

- Excellent verbal and written communication, with the ability to engage stakeholders at all levels.
- Strong presentation and public speaking capabilities.

Due to the nature of work Irving Shipbuilding does, all successful applicants must meet requirements for the Canadian Controlled Goods Program (CGP), Canadian Government Security clearance, and U.S. International Traffic in Arms Regulations (ITAR).
Please note this position requires a full-time, in-office presence.

ABOUT THE TEAM

Irving Shipbuilding is proud to be Canada's National Shipbuilder. Our team is constructing more than 20 modern patrol ships and destroyers for the Royal Canadian Navy and Canadian Coast Guard as part of the largest defence procurement project in Canadian history.
By joining our team of more than 2,400 shipbuilders, you can enjoy a dynamic and exciting career with a company dedicated to your success, development, and safety.
At Irving Shipbuilding, we're making history - why not make it with us? Learn more about careers at Irving Shipbuilding: shipsforcanada.ca/opportunities.
We invite applications from all qualified candidates, including racially visible persons, women in underrepresented roles, persons with disabilities, Indigenous persons, and members of the 2SLGBTQIA+ community, and encourage applicants to self-identify.

ABOUT US

Founded in 1882, J.D. Irving, Limited (JDI) operates in Eastern Canada (New-Brunswick, Nova Scotia, Prince Edward Island, Québec, Ontario, Newfoundland and Labrador), as well as in USA. We are a team of 20,000 dedicated employees. At J.D. Irving, Limited, you are part of a dynamic team of professionals who lead with integrity and are passionate about delivering results. With a culture that nurtures talent and creates an inclusive workplace, you can grow your career across our various operating divisions.

We are committed to creating accessible environments for our colleagues, candidates, and customers. Requests for accommodation due to a disability (which may be visible or invisible, temporary, or permanent) can be made at any stage of application and employment. We encourage candidates to make their accommodation needs known so that we can provide equitable opportunities.

Worried you do not meet all the requirements? Studies have shown that many applicants apply only to job opportunities when they feel they meet 100% of the criteria. We promote an inclusive environment where everyone is appreciated, recognized, and empowered to contribute fully. If you are interested in this position but are worried you did not meet all the requirements, we would encourage you to still apply.

Our recruitment advisors and hiring teams will utilize human screening combined with AI technology to help identify the skills and qualities that matter most to our business, while safeguarding your privacy and using AI responsibly.

We appreciate your interest in our company however only those candidates selected for an interview will be contacted.

Apply Now

JOB INFO

- Job Identification13036
- Job CategoryProject/Program Management
- Posting Date10/28/2026, 11:51 AM
- Job ScheduleFull time
- Locations 35 Micmac Blvd, Dartmouth, NS, B3A 4Y8, CA