

Manitoba Government Job Opportunities

Capital Planner

Regular/Full-Time

Manitoba Public Service Delivery

Planning and Delivery, Capital Project Planning and Delivery

Winnipeg, Manitoba

Advertisement Number: 43706

Salary Range: \$78,546.00 - \$102,282.00 per year

Closing Date: March 10, 2025

The Manitoba government recognizes the importance of building an exemplary public service reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages, and perspectives drives a high standard of service and innovation. The Manitoba government supports equitable employment practices and promotes representation of designated groups (women, Indigenous people, persons with disabilities, visible minorities).

Employment Equity is a factor in selection for this competition. Consideration will be given to women, Indigenous people, visible minorities and persons with disabilities.

An eligibility list may be created for similar positions and will remain in effect for 12 months.

Candidates who do not meet all essential criteria may be considered on an underfill basis at a commensurate rate of pay.

To be considered for this competition you must submit an application form along with a copy of your resume. See below for further instructions.

[Click here to access the application form.](#)

https://www.gov.mb.ca/govjobs/doc/Screening_Application_Form/application_form_for_screening_43706.docx

Conditions of Employment:

- Must be legally entitled to work in Canada

- Must provide and maintain a satisfactory Criminal Record Check
- Must have a valid Class 5 Driver's Licence and access to a vehicle
- Must be able to travel throughout Manitoba as required
- Must be able to work overtime as required
- Must be able to perform the physical requirements of the position for extended periods of time (e.g. working alone, operating equipment, exposure to varied weather conditions, crawling, climbing ladders & scaffolds, vibrations, noise, dust, lifting up to 25 KG, and wearing personal PPE)

Qualifications:

Essential:

- Completion of a post secondary degree in a related field such as project management, engineering, architecture, facility management, interior design, landscape architecture, or business administration. An equivalent combination of education and experience may be considered.
- Extensive experience in the field of capital planning and/or project management, including design and construction, contract management and managing interdisciplinary teams.
- Knowledge of the principles and techniques of capital planning and project management and demonstrated ability to apply that knowledge to assigned projects.
- Demonstrated ability to analyze policies and programs to determine feasibility, cost-effectiveness, consistency with established policy and recommend alternatives in finished form.
- Demonstrated ability to leverage opportunities for innovation, find creative solutions to issues, and successfully manage change.
- Strong planning, research, and analytical skills to identify and integrate relevant information into action plans.
- Ability to organize and prioritize workload to meet competing deadlines.
- Strong interpersonal skills with the ability to develop relationships with internal and external stakeholders.
- Strong written communication skills to prepare complex technical documents for a variety of audiences, including senior officials and project stakeholders.
- Excellent verbal communication skills.
- Experience using Project Management software.

Duties:

Reporting to the Portfolio Manager, the Capital Planner will provide expertise in evaluating, prioritizing, and recommending capital projects. The role includes supporting the creation, monitoring, and management of capital plans for designated client departments within a capital portfolio. This position involves complex decision-making, long-term strategic planning, and detailed financial analysis to ensure capital projects align with organizational goals.

The Capital Planner will assess the feasibility of proposed projects, evaluate their potential impact, and help determine the most effective allocation of resources. This includes analyzing financial data, identifying risks, project scope development, and ensuring that project investments deliver maximum value. Collaboration with key stakeholders is essential, as the Capital Planner will work closely with department heads, senior leadership, and external partners to ensure that capital initiatives are fully integrated with operational and financial priorities.

In addition, the Capital Planner will ensure all capital projects comply with relevant financial policies, regulations, and industry standards, and will continuously monitor the progress of ongoing projects to ensure they are on track and within budget. This role requires strong attention to detail, an understanding of capital project management, and the ability to adapt plans based on changing organizational needs.

To Apply for the Position:

[Click here to access the application form.](#)

To be considered for this competition you must submit an application form along with a copy of your resume. Please complete the application form at the link above or contact Human Resource Services under "Apply to" to request a copy of the application form.

Note: Only those who submit their application form and resume will be considered.

APPLY TO:

Advertisement No. 43706

Talent Acquisition – Executive Recruitment

Human Resource Services

608-330 Portage Avenue

Winnipeg, MB. R3C 0C4

Phone: 204-945-6892

Fax: 204-945-0601

Email: PSCExecutivejobs@gov.mb.ca

Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process.

*When applying to this position, please indicate the **advertisement number** and **position title** in the subject line and/or body of your email. Your cover letter, resumé and/or application must clearly indicate how you meet the qualifications.*

Please be advised that job competitions may be grieved by internal represented applicants. Should a selection grievance be filed, information from the competition file will be provided to the grievor's representative. Personal information irrelevant to the grievance and other information protected under legislation will be redacted.

We thank all who apply and advise that only those selected for further consideration will be contacted.

