# Olena V. Czajkowski

M.Eng., P.Eng., ACIArb

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Professional Profile

* Exceptional dispute resolution, organizational and analytical skills developed through engineering and dispute resolution practice
* Excellent communication, facilitation, mediation and creative problem solving skills
* Thrives in balancing competing interests in decision making and persuading when promoting solutions and motivating stakeholders
* Highest standard of professional ethics combined with remarkable patience
* Professional engineer with 13+ years of experience in environmental engineering, hydrotechnical risk assessments, emergency response and flood protection design
* Environmental engineer with proven ability to analyze complex technical information, think strategically and make decisions under time constraints and pressure of emergency situations
* Associate Member of the Chartered Institute of Arbitrators with 5+ years of experience in resolution of construction disputes
* Proven ability to multi-task and successfully coordinate multiple projects
* Superior collaborative leadership and communication style
* Exceptional writing and editing skills

Professional Licenses and Affiliations

* Member of Association of Professional Engineers and Geoscientists of Alberta (P.Eng.)
* Member of Association of Professional Engineers and Geoscientists of British Columbia
* Associate Member of the Chartered Institute of Arbitrators (ACIArb)
* Former Member of ADR institute of Canada

Professional Development

* Intellectual Property Law Workshop APEGA, 2015
* Qualified Arbitrator Designation ADR Institute of Canada, 2014
* Associate Membership Certificate Chartered Institute of Arbitrators, 2013
* International Arbitration Course Chartered Institute of Arbitrators, 2013
* Certificate in Interpersonal Conflict Resolution ADR Institute of Alberta, 2011

Work History

**MAN Consultants Ltd**.

Toronto, ON, Canada

***Dispute Resolution Consultant,***January 2016 - present

* Provided dispute resolution, workplace conflict management and mediation sessions
* Environmental engineering consulting services and project management
* Technical report writing

**MAN (Mediation – Arbitration – Negotiation) Consultants Ltd**.

Edmonton, AB, Canada

***Project Manager,***August 2011 – January 2016

* Provided dispute resolution, workplace conflict management and mediation sessions
* Environmental engineering consulting services and project management
* Technical report writing and editing
* Developed and implemented project management process improvements and efficiencies
* Acted as a sole Arbitrator in municipal construction disputes, personally conducting a claim investigation process followed by a written binding decision

**Northwest Hydraulic Consultants Ltd.**

Edmonton, AB, Canada

***Project Engineer,*** *August* 2005 – August 2011

* Specialized in hydrotechnical risk assessments, flood protection design, pipeline water crossings inspection and emergency response
* Assessed pipeline exposure risk arising from bank erosion, channel migration, bank encroachment and bed scour potential. Established hydrotechnical hazards risk rating as a semi-quantitative determination of total risk to the pipeline integrity related to the hydrotechnical geohazard rating and stream energy rating
* Conducted hydrotechnical risk assessments, proposed remediation options and provided recommendations in compliance with provincial and federal regulations
* Computer modeling, risk assessments and project management
* Extensive experience with AutoCAD, HEC-RAS, GIS, TRANSMIX, MS Project, MS Office

**Northwest Hydraulic Consultants Ltd.**

Edmonton, AB, Canada

***Drafting Technologist****, June* 2002 – August 2005

* Provided technical support in environmental engineering projects
* Specialized in hydrotechnical risk assessments, flood protection design, pipeline water crossings inspection and emergency response, provincial and federal environmental compliance
* Extensive experience with AutoCAD, HEC-RAS, GIS, Global Mapper, MS Office

Other Engagements

***Board Director***, Toronto Standard Condominium Corporation No.1906

Toronto, ON, 2016 – 2018

* Stakeholders consultations, corporation management, budget review and approval, dispute resolution, bylaws authorization, reserve fund study, contracts, insurance, maintenance and repairs authorization and approval

***Board Director***, Silverberry Condominium Corporation No. 0620152

Edmonton, 2010 – 2015

* Stakeholders consultations, corporation management, budget review and approval, dispute resolution, bylaws authorization, reserve fund study, contracts, insurance, maintenance and repairs authorization and approval

Education

**Postgraduate Diploma in Laws**

International Dispute Resolution Program**,** University of London, London, UK

Distance Learning, 2013 – 2019 (expected)

**Master of Environmental Engineering** (M.Eng.)

University of Alberta, Edmonton, AB, Canada, 2008

**Diploma in Engineering Design and Drafting Technology** (Honors)

Northern Alberta Institute of Technology, Edmonton, AB, Canada, 2002

Sample Project Experience

Plains Midstream Canada, South Saskatchewan Pipeline, Mitigation Design for Pipeline Crossing, Frenchman River, Saskatchewan: Conducted pipeline crossing risk assessment followed by remediation design. Proposed two options and provided recommendations in compliance with provincial and federal regulations (Environment Saskatchewan and Transport Canada - Navigable Waters).

Plains Midstream Canada, Exposed Pipeline, Un-named Creek, Edmonton, Alberta: Conducted hydrotechnical inspection of 24” pipeline located in Edmonton. Determined the cause of pipeline exposure, developed hydraulic model of the creek and designed pipeline protection with minimum disturbance to the natural flow path.

**Risk Assessment of 126 Pipeline Water Crossings, Alberta:** Assessed the pipeline exposure risk arising from bank erosion, channel migration, bank encroachment and bed scour potential. Established hydrotechnical hazards risk rating as a semi-quantitative determination of total risk to the pipeline integrity related to the hydrotechnical geohazard rating and stream energy rating.

Trans Mountain Pipeline, River Crossing Assessment, Nehalliston Creek, British Columbia: Performed a regional flood frequency analysis using Water Survey of Canada records to determine the 2-year to 200-year flood flows for the Nehalliston Creek in British Columbia. Created a HEC-RAS model of the study reach, using provided channel survey data. Identified and assessed short- and long-term geohazards associated with pipeline crossing. Proposed five remediation options and provided conceptual designs for the three of them. Estimated construction costs and outlined benefits and shortcomings of each option.

Chain Lakes North Dam Breach Inundation Studies, Alberta: Provided engineering support in the development of the dam failure inundation mapping which indicated the areas at risk in the event of a dam failure as a necessary element of Emergency Preparedness Planning.

**Anderson Creek Channel Rehabilitation, Kitimat, British Columbia:** Provided hydrotechnical engineering plan for the channel excavation program required for increasing the rail bridge crossing flow capacity. The program was initiated after a flood resulted in damage to the rail bridge. Developed and run hydraulic model of the Anderson Creek channel in two scenarios: before and after excavation. Established required excavation volumes, minimum allowable clearance under the bridge and provided design drawings for a rehabilitated channel.