

# Job Posting

## **JOB REFERENCE # 23012CR**

**POSITION:** Project Coordinator – Conservation and Reclamation

**LOCATION:** Edmonton or Calgary, AB

**STATUS:** Full-time

## **THE COMPANY:**

Established in 2002, Ecoventure Inc. is a leading environmental consulting company focused on providing Canada's Oil and Gas, commercial and industrial, developers, and government clients with unparalleled service. We pride ourselves on providing common-sense solutions to complex technical problems, from pre-disturbance planning and environmental monitoring to decommissioning, site assessment, remediation, and reclamation. Ecoventure is committed to safety, professional excellence, technical quality, and client satisfaction in everything we do.

## **POSITION SUMMARY:**

This role provides opportunities to assist with the assessment and remediation group's leadership and involvement with environmental site assessment, remediation and monitoring projects for oil and gas facilities, landfills, industrial and defence sites. Technical, organizational, and leadership skills are key considerations for this position. The project work is centred mainly in Alberta, and the position will require some travel to remote work sites.

The selected candidate will be instrumental in executing Ecoventure's project delivery system to achieve the following project delivery strategic objectives: health and safety, client expectations for quality, schedule, and budget; financial performance for project-specific targets, operational performance, and business unit expectations; and quality.

The successful candidate will be responsible for providing support in the following area:

- **Technical**
  - Manage and execute Conservation and Reclamation, and Land Classification projects, including:
    - preparation of reclamation plans and cost estimates,
    - soil classification and mapping,
    - reclamation site inspections,
    - major and mirror reclamation projects involving heavy equipment, and
    - aggressive vegetation and re-vegetation management programs;
  - Complete and provide professional sign-off on Detailed Site Assessments (DSA) (soils & vegetation) and DSA Record of Observation (RoO);
  - Complete and conduct Pre-Disturbance Assessments and Soil Surveys;
  - Prepare Reclamation Certificate Applications, Acknowledgement of Reclamation and Certificate of Restoration packages;
  - Assist on Assessment and Remediation Projects as required; and,
  - Mentor junior staff.
- **Project Management**
  - Project budget, logistics, and schedule management and reporting;
  - Proposal preparation and cost estimating;
  - Assist in business development;
  - Uphold Ecoventure's Quality Management System; and
  - Uphold Ecoventure's strong commitment to the Health and Safety Program, representing Ecoventure in conferences and industry seminars and liaising with all stakeholders' levels.

This position will provide the successful candidate with the opportunity to work with a diverse and experienced team. The role offers involvement in all aspects of projects from start to finish.



### Qualifications:

The successful candidate should possess the following competencies and experience:

- Bachelor's degree or diploma specializing in soil science, natural resources management or environmental sciences appropriate to the work description.
- Currently holds or working towards a professional designation such as P.Ag, P.Biol., P.Chem., P.Eng., P.Geo., or R.T.Ag.
- 2-4 years of practical experience in the execution of reclamation in the oil and gas industry in western Canada.
- Must have proficiency in soil classification, soil mapping, and soil monitoring/handling during construction operations.
- Strong vegetation identification skills and understanding of vegetation establishment, control methods and prescription/implementation.
- Excellent organizational, analytical, and problem-solving skills, interpersonal skills, leadership skills, and conflict management skills, as well as assisting in coordinating, analyzing, and synthesizing information to develop innovative solutions to problems, working with people and advising others.
- Strong understanding of computer programs such as Microsoft Office, Adobe Acrobat, and GIS Software.
- Excellent attention to detail and strong critical thinking skills.
- H2S, First Aid and CPR, WHMIS, Ground Disturbance Level II, ATV Training, and a clean driving record are required for this position.

### APPLICATION:

We value people, ethics, integrity and honesty, professionalism, innovation, quality, technical excellence, teamwork, recognition of individual contributions, sustainability, and a satisfying and fun workplace.

We are committed to employment equality and encourage applications from all qualified career seekers. Interested and qualified applicants should submit a Cover Letter, Resume and References to the contact below. Please ensure all applications are concise and highlight qualifications as related to the responsibilities above. Please quote the job reference number above in all communication.

Thank you very much for your time and consideration in providing your resume to Ecoventure; however, only the prospective candidates will be contacted for an interview.

### APPLICATION DEADLINE:

Indicate: Job ID 23012CR in all correspondence

Contact: [wendy.lair@ecoventure.ca](mailto:wendy.lair@ecoventure.ca)



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