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At Aecon, we're building the future and our people are at the heart of everything we do. We're always looking for exceptional talent to work on our exciting and ever-expanding project portfolios. We are focused on being the #1 Canadian Infrastructure Company and the first choice employer in our industry.

Position Overview

Safe. Trusted. Respected. Aecon Civil is a market leader with a self-perform competitive advantage and core local strength in key markets. We're proud of our work helping to expand and improve Canada's infrastructure and transportation networks, and we're ready to build the future of our country. With over a century of experience, and the ability to offer diverse, comprehensive services, Aecon is a preferred contractor for our clients. This includes numerous public entities and Public-Private Partnerships in Canada and abroad.

At Aecon, we're building the future and our people are at the heart of everything we do. We're always looking for exceptional talent to work on our exciting and ever-expanding project portfolios in Western Canada. We are focused on being the #1 Canadian Infrastructure Company and the first choice employer in our industry.

Key Responsibilities

- Meets daily with project crews to review production schedule and confirm all materials, equipment and resources are readily available for production to continue on schedule and within budget.
- Collects, coordinates and analysis shop drawings, design specifications, material requirements and project data through the duration of the project to ensure quality and contract specification compliance.
- Provides technical input for project work plan and scheduling. Identifying risk elements of production, materials, equipment or process that could negatively impact the budget or schedule.

- Evaluates daily production, schedule and budget projections to accurately track project performance. Documents daily activities in Company approved methods and technologies.
- Notifies team members and manager of any significant schedule changes and recommends solutions for management consideration.
- Perform additional assignments per management's direction.
- Remits accurate project quantity input and controls using assigned project cost coding to ensure project financials are accurately reported. Manages cost coding with Company finance and accounting teams regarding employee time, materials, equipment and subcontractor needs.
- Reviews project specifications for quality assurance at the beginning of work, during the project work and after work completes. Initiates and manages appropriate certificates, inspections and other documentation regarding construction production on the project site.
- Works with construction crews and engineering leaders to plan field layout on the project site, ensuring appropriate utility and commercial lines are marked before production begins. Initiates and manages any permits needed before work can begin.
- Coordinates subcontractor work methods, schedule and crews as needed.
- Reconciles job close-out checklist with owner representative and field crews at the end of the project.
- Performs other duties and responsibilities as required.

Required Knowledge and Experience

- Post-secondary school education in Civil Engineering or Construction Management disciplines; or acceptable combination of education and previous experience.
- A minimum of 3-5 years working as a Field Engineer or Project Coordinator, ideally in project engineering or heavy civil construction environment.
- Knowledge of construction equipment & techniques, drawing & specifications, building materials and required standards applicable to the project.
- Proficient in software related to the construction industry (e.g. Primavera Scheduling software, AutoCAD, SAP etc.).
- Excellent computer skills including proficiency in MS Office (Outlook, Excel, Word, PowerPoint, etc.).
- Mobility is essential, must be willing to travel to where projects are located and work a flexible work schedule (locations across Canada, often remote).
- Excellent interpersonal and communications skills, both written and oral.
- Flexibility to work in both field and office.
- Mobility is essential, must be willing to travel to where projects are located and work a flexible work schedule (locations across Canada, often remote).

Aecon has every intention of fostering diversity within and across our organization. We welcome those who would contribute to the further diversification of our staff including, but not limited to, women, visible minorities, Indigenous people, persons with disabilities, and persons of any sexual orientation or gender identity.

If you require accommodation during any step of the application process please [click here](#).

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