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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.

Reporting to the Mechanical Manager, the Mechanical Engineering Co-op Student will have the opportunity to take an active involvement on the Site C Project in Fort St. John, BC. This is a site-based position and will include day-to-day management of project construction, resource allocation, scheduling and cost control.

**This co-op is an 8 or 12-month opportunity starting in January, 2022. This position is a 14/7 rotation, fly in/out opportunity with camp accommodations provided.**

### Key Responsibilities

- Conduct site audits and analysis, provide daily/weekly/monthly reports to the project staff and key stakeholders.
- Assist Field Engineers and Superintendents with day-to-day tasks
- Perform quantity tracking and productivity analysis for maximization of operation efficiency.
- Perform quantity take-off from construction drawings as required.
- Demonstrated attention to detail and ability to review the quality of completed work.

- Liaise with and inform the project staff or any other Aecon delegate on the project schedule.
- Monitor progress and assist in the provision of job cost reports to management on active projects.
- Provide data and input for month-end reconciliation.
- Maintain files and correspondence on active and completed projects.
- Provide technical support to field staff, craft and subcontractors.
- Assist in the preparation, review, maintenance and approval of Engineering drawings and related documents.
- Gather field information and assist in the preparation of project bill of materials.
- Assist in the preparation of detailed construction and design estimates.
- Liaise with clients, contractors and internal departments.
- Other administrative duties as required.
- Must be self-motivated and work well with minimum or no direct supervision.

### Required Knowledge and Experience

- Currently enrolled in a university or technical college diploma in Mechanical Engineering.
- Experience in the construction industry is a strong asset
- Beginner knowledge of construction equipment and techniques, drawings, building materials and required standards applicable to the project.
- A valid driver's license with a clean driver's abstract.
- Proficient knowledge of Microsoft Office (Excel and Word).
- Beginner knowledge of AutoCAD and/or Bluebeam is an asset.
- Excellent interpersonal, communication (both oral and written) skills.
- Strong organizational and time management skills.
- A strong work ethic – highly motivated and willing to do what it takes to get the job done right.
- Adaptable to flexible work schedules (day and night shifts) when required to meet deadlines.
- **Must be able to pass a pre-employment drug and alcohol test.**

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.

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