

Job Posting 26-ARN01

Junior Civil Technician or Technologist – Arnprior

Overview

Jp2g Consultants Inc. is an employee owned, multi-disciplinary consulting firm providing a comprehensive range of planning, engineering, environmental, and project management services to the public and private sectors, from offices located in Eastern Ontario. Jp2g is committed to maintaining client satisfaction, encouraging employee growth, and enhancing the communities we live in.

Our growing **Arnprior** office currently requires a **Junior Civil Technician or Technologist**.

For this position, the ideal candidate is:

- ✓ Seeking an opportunity to work in the civil municipal field
- ✓ Highly motivated, hard-working, and dedicated
- ✓ Confident and able to work on-site with minimal supervision

At Jp2g, you will work with a dynamic multi-disciplinary group of engineers, technicians, project managers, and planners. Jp2g believes in employee empowerment. As a valued member of our professional team, you will enjoy a unique working environment and will be provided with opportunities to demonstrate your initiative while developing your skills.

Role and Responsibilities

*The role and responsibilities for the **Junior Civil Technician or Technologist** include, but are not limited to, the following. Employees may perform other related duties as negotiated to meet Jp2g's ongoing needs.*

Technical Skills

- ❖ Work under direct supervision of Project Manager or Civil Engineer
- ❖ Complete tasks assigned by Department Manager as required to assist in the completion of projects
- ❖ Complete topographic surveys
- ❖ Assist in preparation of engineering studies, stormwater management reports, and conceptual designs
- ❖ Assist in design for underground services (storm and sanitary sewers, watermains and culverts) including calculations and drawing production
- ❖ Assist in the design of lot grading, parking lot, road reconstruction / rehabilitation projects including production of drawings
- ❖ Prepare CAD drawings from sketches, mark-ups, and/or design instructions
- ❖ Upon completion, verify calculations and CAD drawings against sketches to ensure accuracy of work
- ❖ Support Engineer during design and coordinate with other disciplines
- ❖ Assist in preparation of technical specifications, contract documents, and cost estimates
- ❖ Assist in shop drawing reviews
- ❖ Undertake the site review of civil construction projects including preparation of Field Observation Reports

Job Information

Job ID: 26-ARN01

Location: Arnprior, Ontario

Experience (years): 1-2

Status: Permanent, full-time

Industry: Engineering

Number of Positions: 1

Salary Range: \$25-\$35 hourly

Jp2g compensation packages are based on several factors that are unique to each candidate, including but not limited to skill set, depth of experience, certifications, education, and specific work location.

How to Apply

Send your resume to:

Email: careers@jp2g.com

Subject: 26-ARN01 – Junior Civil Technician or Technologist – Arnprior

We thank all applicants for their interest; however only candidates selected for an interview will be contacted.



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- ❖ Observe and review contractor's work for general conformity to contract documents, specification, and generally accepted construction practices
- ❖ Complete quantity measurements for preparation of payment certifications
- ❖ Maintain red-line construction as-builts in hardcopy
- ❖ Prepare CAD version of construction as-builts drawings
- ❖ Adhere to Jp2g's AutoCAD standards in preparing CAD drawings from sketches, mark-ups, and/or design instructions
- ❖ Adhere to Jp2g's QMS Policies and Procedures
- ❖ Assist in researching new systems, resources, and working practices to increase efficiency, productivity, and overall profitability
- ❖ Maintain familiarity with current techniques, codes, and standards; sustain and improve technical skills
- ❖ Follow Jp2g required safety standards and guidelines
- ❖ Follow Client required safety standards and guidelines

Teamwork

- ❖ Work with a team of Project Managers, Engineers, Technologists, and Technicians
- ❖ Attend coordination meetings with department / project team
- ❖ Build and maintain positive relationships with colleagues to ensure projects run smoothly
- ❖ Share expertise with colleagues and other Jp2g offices

Workload Management

- ❖ Manage work tasks within assigned time constraints
- ❖ Complete tasks independently when required

Minimum Qualifications

- ❖ 1-2 years of professional experience
- ❖ Diploma from a Civil Technician or Technology program
- ❖ Eligible for certification with OACETT
- ❖ Valid Driver's license
- ❖ Eligible to obtain and maintain Level II Secret clearance with Public Services and Procurement Canada

Qualifications

- ❖ Ability to work independently and in a complex environment, dealing with multiple projects
- ❖ Sound communication skills (oral and written)
- ❖ Strong sense of initiative and ability to prioritize tasks
- ❖ Excellent problem-solving and decision-making skills
- ❖ Familiarity with AutoCAD, Civil3D
- ❖ Working knowledge of Office 365
- ❖ Reliable vehicle access is required

Compensation and Benefits

- ❖ Friday afternoons off year-round (36 hour/week)
- ❖ Group RSP planning opportunities
- ❖ Professional development and advancement opportunities
- ❖ Competitive compensation and benefits package
- ❖ Future shareholder opportunities

Jp2g is committed to fair and accessible employment practices. We will accommodate people with disabilities during the recruitment and assessment processes, and when people are hired. We will develop and put in place a process for developing individual accommodation plans and return-to-work policies for employees that have been absent due to a disability.

Offers of employment for safety-sensitive positions involving fieldwork are contingent upon candidates being able to perform key physical tasks of the job as described in the job posting and interview. This may include the ability to work in a variety of

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environmental conditions, such as remote or isolated areas, working alone, and in inclement weather (within safe and reasonable limits).

