

Job Posting 26-PEM02

Intermediate Civil Technologist or Technician – Pembroke

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 through Eastern Ontario. Jp2g is committed to maintaining client satisfaction, encouraging employee growth, and enhancing the communities we live in.

Our growing team requires an Intermediate Civil Technologist or Technician. As a member of the team, you will be responsible for completing assignments in the Civil Engineering Department. Jp2g is currently engaged in a diverse portfolio of projects for federal, municipal, institutional, and private clients.

Public sector civil work includes the full project lifecycle of road design, detailed grading, municipal services design, drawing production, specification preparation, tendering, contract administration, field observation, and contract close out services.

Private sector civil work includes detailed servicing and grading design in support of Site Plan Approvals and Subdivisions together with Functional Servicing Reporting. Other related activities include Road Needs Studies, Capacity Studies, Municipal Class EA approvals, design constraints analysis, scope development, concept preparation, and constructability reviews.

Jp2g empowers employees. As a valued member of our team, you will enjoy a unique working environment and be provided with opportunities to demonstrate your initiative while developing your skills.

We are looking for someone who is diligent, hardworking, proactive, and team oriented.

Role and Responsibilities

These roles and responsibilities are not intended to be all inclusive. Employees may perform other related duties as negotiated to meet the ongoing needs of Jp2g.

- ❖ Work under the supervision of Department Manager or as delegated.
- ❖ Complete assigned tasks independently and identify next steps in project completion.
- ❖ Establish, maintain, and communicate priorities when working on multiple assignments.

Technical Skills

- ❖ Complete reviews of existing information and available reports related to projects, communicate/report findings back to manager.
- ❖ Prepare drawings and calculations supporting engineering studies, stormwater management reports, conceptual designs, and opinions of probable construction cost.
- ❖ Design of underground services (storm and sanitary sewers, watermains and culverts) including supporting calculations and drawing production.
- ❖ Conduct grading designs of; subdivisions, individual lot grading and drainage plans, industrial/commercial/institutional properties, new and reconstructed parking lots, and road reconstruction/ rehabilitation.
- ❖ Preparing CAD drawings from sketches, mark-ups, and/or design instructions
- ❖ Provide marked-up sketches to be updated in CAD by-others; including back-check drawings once completed
- ❖ Familiarity with typical civil details, road sections, and drawing layout.
- ❖ Demonstrated ability to self-check calculations and CAD drawings against sketches to ensure accuracy of work

Job Information

Job ID: 26-PEM02

Location: Pembroke, Ontario

Experience (years): 5+

Status: Permanent, full-time

Industry: Engineering

Number of Positions: 1

Salary Range: \$30 - \$55

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-PEM02 – Intermediate Civil Technologist or Technician – Pembroke

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

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- ❖ Preparation of technical specifications, contract documents, and cost estimates from existing templates.
- ❖ Ability to identify, review, and discuss critical design issues and provide options for consideration.
- ❖ Conduct shop drawing review of civil specification items (granulars, asphalt, pipe, structures).
- ❖ Undertake the site review of civil construction projects including preparation of Field Observation Reports
- ❖ Observe and review contractor's work for general conformity to contract documents, specifications, and generally accepted construction practices.
- ❖ Prepare CAD version of construction as-builts drawings, while adhering to provided CAD drafting standards.

Teamwork

- ❖ Work with a team of project managers, engineers, and technologists and technicians
- ❖ Attend co-ordination meetings with department/project team
- ❖ Assist with monitoring project changes, quality, schedule and cost adherence.
- ❖ Ensure proper coordination of documents with the other design disciplines
- ❖ Coordinate with industry (contractors & Subconsultants), other disciplines, and clients
- ❖ Build and maintain positive relationships with colleagues, other consultants, and key stakeholders to ensure projects run smoothly and to resolve concerns promptly and efficiently
- ❖ Share and provide technical expertise with colleagues and other offices
- ❖ Train and assist junior staff; act as a mentor to others

Workload Management

- ❖ Manage project tasks within assigned time and budget constraints
- ❖ Complete tasks independently when required

Minimum Qualifications

- ❖ 5 Years of professional experience
- ❖ Diploma in Civil Engineering Technology or Civil Engineering Technician
- ❖ Eligible for certification with OACETT
- ❖ Valid Driver's license
- ❖ Eligible to obtain and maintain Level II Secret clearance with Public Services and Procurement Canada
- ❖ ISO 9001:2015 Fundamentals training (provided by Jp2g)

Qualifications

- ❖ Familiarity with AutoCAD, Civil3D
- ❖ Knowledgeable in the design of underground servicing, grading, and roadways.
- ❖ Knowledge of civil design guidelines/specifications such as OPSD, OPSS, NMS, TAC, and MECP & O. Reg. legislation or other municipal guideline equivalents.
- ❖ Familiarity with legislation and associated regulations is a plus: OWRA PA, SCA
- ❖ Strong ability to work in a complex and fast-paced team environment, dealing with multiple projects and clients
- ❖ Sound communication skills (oral and written); able to follow written and verbal instructions.
- ❖ Strong sense of initiative and ability to prioritize tasks, with strong attention to detail
- ❖ Demonstrated experience working with professional staff, clients, sub-consultants, agencies, and contractors.
- ❖ Or Demonstrated experience working in a consulting environment with exposure to, sub-consultants, agencies, contractors, and clients.
- ❖ Excellent problem-solving and decision-making skills
- ❖ Working knowledge of Office 365
- ❖ Reliable vehicle access is required

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.

Compensation and Benefits

- *Hourly compensation, work 36 hour/week.*
- *Friday afternoons off. Work – Life balance.*
- *Group Registered Retirement Savings Plan (GRSP) with an employer-match.*
- *Competitive compensation and benefits package*
- *Professional development and advancement opportunities*
- *Jp2g Consultants Inc is employee-owned. As an employee you are eligible to be a future shareholder.*