

## PROJECT COORDINATOR

Taranis Contracting Group is an established Thunder Bay based company with over 15 years experience in road building, heavy civil construction, construction material production, environmental remediation, and demolition projects throughout North-Western Ontario. We are currently seeking a Project Coordinator that will report to the General Manager. The successful applicant will be apart of an aggressive and entrepreneurial team.

### DUTIES / RESPONSIBILITIES:

You will be required to assist the General Manager and Operations Manager in the day to day duties of a project's administration; assist in plan and specification analysis providing clear interpretations of designs/drawings for construction; identify and recommend solutions to design problems; monitor field work for compliance; liaise with subcontractors/contractors; coordinate, organize and document internal and external testing of construction materials; update and maintain accurate field measurement logs along with pictures; attend at site visits and document site investigations; and maintain soil lab and field equipment. Thorough knowledge of construction methodology, Ontario Provincial Standard Specifications and the Health and Safety Act are required. Additionally, you will provide technical support to our field staff.

### SKILLS AND QUALIFICATIONS:

Degree or Diploma in Civil Engineering along with 5 years of heavy civil experience is required, or a combination of training and Construction Management experience.

### COMPENSATION:

Annual salary will commensurate with experience. This challenging opportunity includes a comprehensive benefits package, company vehicle, relocation incentives, along with an opportunity to grow in a vibrant and competitive industry. If you are a team player who prefers to work in a rewarding, entrepreneurial environment, we would like to meet you!

Please forward your resume in absolute confidence prior to **September 10, 2010**.

 **TARANIS** CONTRACTING GROUP  
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