



Project Construction Coordinator

Bethune, SK S0G, Canada

Full-time

Please apply here: <https://smrtr.io/r7fB->

Application closing date: June 20, 2025

Company Description

Bantrel is proud to be a leading provider of Engineering, Procurement, Construction and Construction Management (EPC / EPCM) services in Canada.

For 40 years we have delivered end-to-end solutions for some of Canada's most challenging and complex energy, mining, infrastructure, and nuclear projects, with an unrelenting focus on safety and quality. Bantrel performs design and procurement services from our primary Calgary, Edmonton and Toronto office locations and delivers construction management and self-perform construction services at various Client sites across Canada.

We operate independently but leverage the global expertise of and provide resources to our affiliate Bechtel Corporation, one of the largest EPC companies in the world, and remain Canadian focused including through our other shareholder, McCaig Investments, a respected local family group of businesses and deep community supporter. Our private ownership provides long-term business planning and strategic decision horizons supported by a strong financial position.

www.bantrel.com

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Job Description

Bantrel is working with K+S Potash (KSPC) as an Integrated Project Management Team (IPMT), to expand the KSPC Bethune Potash Mine in near Moose Jaw Saskatchewan from

2.2 to 3.0M tonnes per annum over the next 5 years. The final production capacity is intended to grow over decades to 4M tonnes per year, doubling the current production output of potash. Key personnel will support the project from Saskatoon and Bethune, with additional support staff supporting from Calgary, Edmonton, and Toronto.

This position is based in Bethune, SK. The shift is Monday to Thursday, 10-hour days. While the preference is to hire a candidate who resides locally, relocation assistance may be available based on eligibility.

Join us in this **full time permanent** role and be a champion of diversity and inclusion.

Duties & Responsibilities:

- Be familiar with industrial construction.
- Analyze design drawings and specifications to provide traceable and coordinated interpretations of the design/drawings for construction, including their completeness and constructability.
- Implementation of AWP-WFP and champion. Overview with supervisors of adherence to the program and conduct of verification and validation.
- Liaise and coordination with the OEM/technician representative.
- Liaise with supervisors to complete fieldwork.
- In collaboration with the contractor and the project control team, confirm agreement adherence (Level 4-Level 5), validate forecasts with supervisors.
- Validate progress with supervisor and contractors, compare design quantities to physical progress in the field. Perform variance review and review forecast with supervisors.
- Validate the material report with the site material team and ensure that the material supplied by the Contractor is visible in the project tools and dashboards.
- In collaboration with supervisors and Field Engineer, identify changes in the field and ensure that the scope or direction is clear. Communicate potential changes and ensure that no work is undertaken before management review.
- Support the Contract Management team to review the supplier's proposed change. Collect Execution Notes from Supervisors, share information.
- Support scope and coordination of temporary infrastructure & access planning between contractors and trade crews across areas and workfronts.

- Contribute to site-wide personnel walkway and vehicle traffic management.
- Attend field inspection with supervisors.
- Participate in the Field Leadership program.
- Assists Superintendents, as assigned, in day-to-day planning and execution of various scopes of work within varying phases of construction.
- Track installed quantities and update relevant project tracking databases, coordinating input with the Superintendent by reviewing progress on site. Coordinate schedule and cost input with Project Controls.
- In consultation with Superintendents and Subcontractor representatives, undertake short term (and other) construction planning (e.g., 3 week rolling schedule development using the approved 90-day schedule as the basis)
- Prepares daily progress reports, weekly and monthly dashboards.
- Use of Project system, methods, and automation tools, including document management system to ensure correct project record keeping is maintained.
- You will be expected to carry out any other duties that may reasonably be required in line with your main duties.
- Additional duties as required.

Qualifications

- Graduate in Engineering or Construction Project Management degree or equivalent combinations of technical training.
- Knowledge of construction equipment and techniques, drawings, and specifications, building materials, and required standards applicable to discipline.
- Knowledge of Workface Planning.
- Ability to assume responsibility and to interface and communicate effectively with others.
- Effective oral and written communication skills and ability to represent the company and project team in a professional manner.

Preferred Qualifications / Training:

- Working knowledge of 3D model.

- Familiar with the use computer aided design (CAD)
- Previous experience of Quantity Take Offs and estimating.
- Engineering or EIT Registered would be considered an asset.

Additional information

Our culture is guided by our **Mission and Values**, these shape how we treat one another, our Clients, and how we achieve excellence. Bantrel has a long and vibrant history of local community involvement, employee volunteerism, and corporate philanthropy.

We offer a competitive compensation package, a great learning environment, interesting & challenging work and the opportunity for career advancement.

As part of the recruitment process, successful clearance of applicable pre-employment checks is required which may include Criminal Background/Police Information check, Drug & Alcohol test, Reference checks as well as submittal of Provincial Driver's Abstract. Please note only those candidates selected for interview will be contacted - all other resumes will be retained for future consideration. No phone calls or unsolicited agency resumes please. AI technology is utilized by Bantrel as part of our recruitment process.

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