



## **Employment Opportunity - Quality Control Coordinator**

Trust – Respect – Integrity – Commitment to Community – These are the principles that our company was built on, and they are the principles that we follow in everything we do today. This focus includes our relationships with our employees - working with Sigfusson Northern you become part of the team.

**We are looking for a highly motivated individual to work as a Quality Control Coordinator with a minimum of 3 years experience in a similar type role, to work on our various jobsites. This is a field based position with rotation work**

### **Job Description:**

- Perform quality inspections for the construction of clay core dams.
- Be familiar with the borrow sources and material characterizations. Understand required properties of material to be placed. Ensure samples are taken in a timely manner, be prepared for upcoming construction areas.
- Schedule hold points for approval prior to placement. Ensure that any issues are rectified, or a plan is in place to rectify them prior to the Owner/Owner's representative arriving.
- Coordinate with foremen and third-party testers prior to placement (clay, rock, sand) to ensure the correct material is being hauled, tracked, and placed where it needs to go.
- Complete various quality reports such as daily reports, materials received, quality surveillance, NCR's, RFI's, action items, and compaction logs.
- Review all test reports issued by third party testing laboratory and submit to client in a timely manner.
- Ensure that sampling/testing frequencies are being met.
- Prepare inspection and test plans, inspection checklist of different works as per project requirements.
- Create, organize, and maintain up to date tracking systems of all quality reports. Including but not limited to; NCRs, RFI's, action items, and compaction logs.

### **Required Skills:**

- Experience in quality inspection and quality management.
- Knowledge of common construction practices related to earthworks.
- Proficient Microsoft Word and Excel.
- Excellent communication skills.
- Valid Drivers License.
- Ability to form positive relationships with all levels of employees and management.
- Ability to work as part of a team.



**Experience and Education Requirements:**

- CET accreditation is considered an asset
- 2-3 years construction experience in a related field

**Wage/Benefits:**

- Wages are dependent on qualifications/experience
- Group benefit plan through Merit Contractors Association which includes health and dental
- RRSP plan and a Deferred Profit-Sharing Plan

Job Type: Full-time

If you would like to apply for this position, please submit a resume with 2 working references to:

Recruitment  
Sigfusson Northern Ltd.  
Fax: (204) 762-5107  
Email: [hr@sigfusson.ca](mailto:hr@sigfusson.ca)