



## Planner/Scheduler - Competition #JCL076

### Closing Date: Friday April 26, 2024

JCL Investments Inc. is currently accepting resumes for the position of Planner/Scheduler for work at the Calibre Mining's Valentine Lake Project in Central Newfoundland. The rotational schedule for this position is 14 days on and 7 days off.

#### **Responsibilities**

- Developing, preparing and maintaining an integrated construction schedule utilizing Microsoft Project or Primavera P6 scheduling software
- Providing planning and scheduling activity input, and data for weekly and monthly project reports
- Assisting with execution plans and deliverables required prior to as well as during construction
- Maintaining project schedules to provide an accurate timeline for the full duration of the project
- Identifying trends in cost and schedule information
- Liaising and interfacing with contractors, construction, and project management personnel, as well as cost tracking and reporting
- Support duties to the Project Management team as needed

#### **Qualifications**

- A Diploma in Engineering Technology or a Degree in Engineering with a minimum of five (5) years of related work experience in a project-based environment
- Proficiency in Primavera Planning/Scheduling software
- Intermediate level skill in MS Excel
- Highly detail oriented
- Excellent interpersonal, communication, organizational and computer skills.
- Must possess a valid driver's license and clean driver's abstract
- Pre-employment background checks will be required which may include employment verification, employment references, education/certification check, and criminal record check.
- Pre-employment medical including drug and alcohol screening will be required.

JCL is committed to cultivating a diverse and inclusive culture which promotes gender equity and the recruitment of all under-represented groups at all levels of its workforce.

We offer our employees a comprehensive compensation package that includes a competitive salary, and above market group health benefits, as well as a commitment to career development, and growth.

Please submit your resume, with **Competition JCL076** in the subject line, to [hcaines@jclinc.ca](mailto:hcaines@jclinc.ca)

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