

JOB OFFER

Position: Civil Engineer - Project Officer

Work place: First Nations of Quebec and Labrador
Sustainable Development Institute
250, Place Chef-Michel-Laveau, suite 201
Wendake (Quebec) G0A 4V0

Contract length: 46 weeks (until March 31, 2019),
with possibility of extension

Salary: According to current salary scale

Job description:

Under the authority of the director of the First Nations of Quebec and Labrador Sustainable Development Institute (FNQLSDI), in accordance with the general policies and directions adopted by the FNQLSDI and the principles of the First Nations of Quebec and Labrador Sustainable Development Strategy, the civil engineer – project officer will be responsible for analyzing, designing and approving plans and specifications in different development projects like waste management construction work. His tasks will also include technical support for First Nation communities in implementing different projects linked to waste management and other sectors. The civil engineer – project officer will be required to perform the following tasks in particular:

- Acting as a technical adviser in community projects, including waste management and other fields of activity projects;
- Designing and reviewing plans and specifications (ecocentre, landfill, etc.);
- Providing technical reviews in projects and identifying recommendations for the benefit of the First Nations (examples of projects: mining sector, energy (wind power, dam, solar energy), infrastructures, waste management, etc.);
- Undertaking waste management projects (landfill, ecocentre plans and specifications, etc.) and other sectors;
- Estimating quantities and costs of projects;
- Participating in the preparation of proposals;
- Acting as a resource person with First Nations and being responsive to their needs;
- Identifying opportunities and supporting First Nations communities wishing to implement actions related to waste;
- Undertaking various ad hoc or special projects.

Requirements:

- The candidate must possess a university degree or an equivalent combination of training and experience in the following field: civil engineering or related discipline;
- The candidate must be part of the “Ordre des ingénieurs du Québec”;
- Experience in project management and waste management or environmental issues is an asset.

Skills and knowledge:

- The candidate must be knowledgeable regarding the current issues, priorities and perspectives of First Nations associated with residual materials;
- Applicants who have experience working with an Aboriginal or First Nations organization or experience working in an Aboriginal environment will be highly regarded;
- The candidate must be able to demonstrate excellent proficiency in English and French, both spoken and written, and knowledge of an Aboriginal language is an asset;
- The candidate must be knowledgeable of the usual computer tools (Word, Excel, PowerPoint, Outlook, etc.);
- The candidate must be available to travel from time to time. He or she must be able to work in a wide variety of contexts.

Personal qualities:

- Problem solving ability
- Adaptability and autonomy
- Ability to analyze and synthesize
- Oral and written communication skills
- Relational and interpersonal skills
- Sense of organization and responsibility

Deadline for application: April 29, 2018

Please send us your application (cover letter and curriculum vitae) care of Michael Ross to the following coordinates:

Email: info@iddpnql.ca

All things being equal, the FNQLSDI gives priority to Aboriginal candidates.
Only pre-selected candidates will be contacted.