



## **NORTH BAY HYDRO DISTRIBUTION LIMITED**

### **REQUIRES AN**

### **OPERATIONS COORDINATOR**

North Bay Hydro Distribution Limited (NBHDL) strives to provide high levels of customer satisfaction and reliable electrical service within the community of North Bay, Ontario. We value employees and are looking for the right person to come and join our exciting and dedicated team.

Under the direction of the Manager, Operations, the Operations Coordinator supports the Operations Team with the planning and execution of our electrical distribution system construction and maintenance work programs.

This position will develop procedures, review, and provide input on work packages with a focus on the following areas:

- Safety initiatives
- Purchasing management
- Work execution planning
- Contract Administration - Project Management
- Risk management

You are the ideal candidate if you have:

- College Diploma or University Degree in the following fields:
  - Purchasing
  - Electrical Technician, Technologist or Engineering
  - Powerline Maintainer
- Experience in the following fields:
  - Construction
  - Project Management
  - Risk Management
  - Contract Management
- Excellent communication and problem-solving skills
- 10 years of experience in a utility, construction, purchasing, project management or related field

In addition to a competitive salary, we also offer a comprehensive benefit package. Interested applicants should submit their resume detailing related education, qualifications, and experience to:

[HR@northbayhydro.com](mailto:HR@northbayhydro.com)

Attention: Marie Coulombe, Manager, Human Resources and Administration

Applications will be considered until Friday, August 2, 2024

Personal information submitted will be solely used to determine eligibility for employment in this position.

We thank all applicants, but only those selected for a personal interview will be contacted.