



## **Planner / Scheduler – Port Coquitlam, BC**

CIMS Limited Partnership, is seeking an **organized, business minded, solution driver with proven planning and scheduling experience** to fill the role of *Planner/ Scheduler*.

CIMS LP is 100% Canadian owned and operated mechanical contractor serving locations across Canada. CIMS provides services in the heavy industrial sector including the largest plant shutdowns and complex industrial projects in the Oil & Gas, Mining & Industrial, Pulp & Paper, and Power Generation industries. In addition to being an industry leader, CIMS is passionate about hiring and retaining the market's best talent and offers exciting work, training & development, engagement and opportunities for growth to all of its employees.

In the position of *Planner/ Scheduler*, reporting directly to the Director of Project Services, this full-time position is responsible for providing scheduling and planning support to construction project teams in Western Canada throughout the proposal, planning, execution and close out phases of projects

### ***You will be accountable for:***

- Provide scheduling and planning expertise and support to turnaround and construction project teams
- Work closely with project teams to monitor schedule progress; providing backup and justification for time delays and advancement for overall project milestones
- Understand scope of work and changes sufficiently to confirm schedule adequately represents current scope of work
- Work with CIMS' Project Management, its customers and subcontractors to address and resolve problems in a timely manner and if necessary, work with the Project Managers to modify the schedule

### ***To be successful in this role you must have:***

- Advanced user of Primavera, Microsoft Project and Microsoft Excel is an asset
- Familiar with schedule optimization tools such as SMED and constructability review processes is an asset
- 3+ years of experience in an industrial construction environment, experience in planning and scheduling an asset
- A sound understanding of heavy industrial maintenance and construction project work associated with Pulp & Paper, Oil & Gas, Mining, Petro-Chemical and Renewable Energy Sectors
- Proficient in productivity analysis (SPI, CPI metrics analysis)
- Efficient in work density evaluation and tiered work constraint analysis
- Ability and willingness to work in the field and/or the office depending upon the requirements of the projects
- Excellent written and verbal communication skills
- Exceptional organizational and planning abilities
- Ability to work effectively across all levels of the organization
- Strong interpersonal, written, and verbal communication skills.
- Demonstrated performance as part of a team working large project and interfacing with project leadership.
- Strong multi-tasking skills with ability to manage multiple ongoing activities.
- Demonstrated ability to work collaboratively with other disciplines and across organizational boundaries.

If you feel you are qualified for this role, please submit your resume through [RECRUITMENT@CIMSLTD.COM](mailto:RECRUITMENT@CIMSLTD.COM)

***Only candidates who are most qualified for the position will be contacted.***