

Job Description

West White Rose CGS Project



SINC-LAVALIN DRAGADOS PENNECON

Name:	PRECAST FIELD COORDINATOR
Department:	CONSTRUCTION
Reports To:	PRECAST MANAGER

RESPONSIBILITIES

The Precast Field Coordinator (PFC) will:

- Focus on and contribute to an SSHE mind-set and performance within the SDP construction organization.
- Provide technical interpretation of plans and specifications and provide general assistance to the precast team.
- Daily tracking of work progress.
- Generate daily reports.
- Develop SQ's and TQ's when applicable.
- Approve time cards on a daily base.
- Verify work is being completed as per the plan and approved sequence.

MAIN TASKS AND DELIVERABLES

- Ensure implementation of all procedures and work packages related to precast work are followed.
- Understand what tolerances need to be met within the different scopes of work of the precast operation.
- Perform and document visual in process/dimensional inspections.
- Responsible for reading, understanding and interpreting construction drawings.
- Order and track construction material and equipment as required.
- Review shop drawings for conformance with the contract and ensure information is communicated to field supervision.
- Provide assistance in the prevention of quality problems and in the resolution of problems.
- Perform and record material verification as required.
- Pay close attention to cost and attend weekly LPI meetings.
- Report all non-conformances as detailed by the Quality Assurance System and procedures.
- Participate in the investigation of non-conformances and corrective action resolution as required.
- Perform and report on incoming inspection of materials received.
- Prepare/inspect and verify the completion of all construction punch-list items.
- Liaison with the on-site quality inspectors and document control and assist as necessary with preparation of RFIs, NCR's, construction method statements, etc.

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QUALIFICATIONS

- Technical degree or diploma in an engineering or related field. An equivalent combination of training and work experience may be considered.
- Minimum of 3-5 years engineering experience specific to concrete, rebar, formwork and MMO construction.
- Precast operation experience is an asset.
- Candidates must have strong communication skills and the ability to work effectively within an integrated project team.
- Familiar with unionized work environments and project collective agreements.

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.