

# WE'RE HIRING

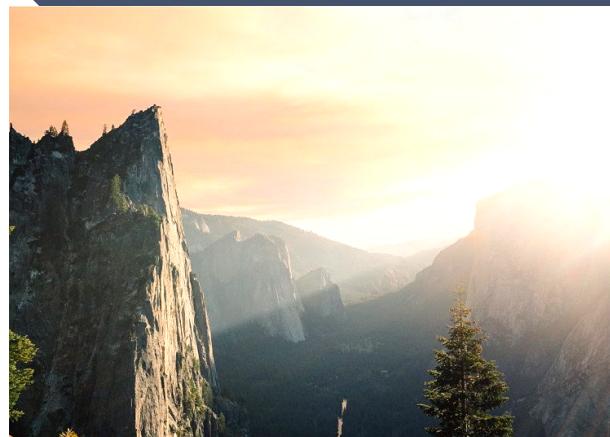
Would you like to be part of a team of talented environmental professionals who work together to make a positive difference? Then Ecofish wants to hear from you!

Ecofish is looking for a **Project Coordinator/Scheduler** to join our growing team in Courtenay, Campbell River, or Vancouver BC!

Ecofish Research Ltd. ([www.ecofishresearch.com](http://www.ecofishresearch.com)) is a leading environmental consulting firm, specializing in the assessment and monitoring of aquatic and terrestrial ecosystems. We are looking for a Project Coordinator to join our team in Courtenay, Campbell River, or Vancouver BC. Candidates for this position must thrive in a fast-paced, entrepreneurial consulting environment, and continually act with the client's interest in mind to meet Ecofish's high professional standards. This position will be responsible for optimizing companywide resource schedules based on changing work requirements and priorities in real-time.

## Qualifications and Skills:

- A university degree or college diploma in a relevant field.
- At least 2 years' of previous scheduling/planning or relevant experience.
- Experience planning, coordinating, and maintaining integrated project and resource schedules.
- Ability to identify and troubleshoot conflicts in scheduling and communicate changes.



- Conduct schedule analysis to identify resource risks and opportunities.
- Effective time management, organizational, communication and inter-personal skills.
- Expert in Microsoft products including Excel, Word, and Project.
- Experience with project management and scheduling software is an asset.
- Ability to multi-task with a strong sense of urgency in a fast paced project environment.
- Strong attention to detail and a commitment to quality, excellence, and ethics.
- Ability to work both independently and as part of a multi-disciplinary team.



## Apply Now!

If you have the previous qualifications and are looking for an exciting and challenging opportunity, we would like to hear from you. We offer a great place to work, and an engaging culture that is based on innovation, collaboration, integrity, and hard work. Our compensation plan is competitive and there are great opportunities for growth and advancement. Salary for this full-time position will be commensurate with qualifications and experience. Interested applicants can send a resume and cover letter that clearly identifies their experience as well as three references to [jobs@ecofishresearch.com](mailto:jobs@ecofishresearch.com). Applications will be accepted until **November 9, 2018**. Only those applicants that are selected for an interview will be contacted. No phone calls please.

## About Ecofish

Ecofish Research Ltd. began in Vancouver in 2001 to meet the need for reliable, trustworthy science-based environmental consulting. You can read our full story: <http://www.ecofishresearch.com/about-us>.

