



**Dufferin Construction Company**  
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## **CO-OP/INTERN OPPORTUNITY (16 Months)**

<b>Division:</b>	Dufferin Construction Company
<b>Job Title:</b>	Construction Coordinator (Co-op) - Civil Engineering
<b>Department:</b>	Partnership Ventures (Public Private Partnership)
<b>Job Location:</b>	Oakville/GTA
<b>Preferred Disciplines:</b>	Civil Engineering

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### **Position Responsibilities (key duties, scope of position, goals, expectations, skill requirements, and travel requirements):**

- Assist the Partnership Ventures (PV) pursuit team in the submission of multi-million dollar joint venture projects (P3/Design-Build).
- Quantity estimation and take-offs using engineering drawings and project specifications.
- Ensure design scope meets Owner/Client project specifications, relevant municipal/ provincial standards, and supply value engineering whenever possible.
- Document control for internal and external communications with project Clients and Partners.
- Compose and manage Requests for Information with the Contracting Authority based on PV pursuit team guidance.
- Establish relationships with subcontractors in order to obtain project specific pricing.
- Prepare bidding packages to be sent to sub trades.
- Conduct project site visits for projects in pursuit.
- Develop pursuit schedules.
- Assist in the preparation of submittals for interim and final project requirements.
- Develop staging plans for different phases of construction.
- Complete special projects/tasks related to various PV Department projects in execution (including site visits to active construction sites, inspections, etc.).
- Employees may also be assigned other work as required.

### **Educational Criteria:**

Currently pursuing a Civil Engineering Degree or Civil Engineering Technologist or Technician Diploma and related experience.

### **Working Conditions:**

- Standard 50 hours per week
- Possibility of night work or weekend work based on operational requirements



- Working at head office (Oakville, Ontario), possible site visits.
- Travel to/from/within jobsite(s).

**Position Dimensions:**

- Valid full class G driver's license.
- Demonstrates a sense of urgency and strong commitment to achieving goals and objectives.
- Detail-oriented, highly organized and works effectively with shifting priorities and rapid change.
- Effectively examines events, issues and problems to generate optimal solutions in a timely manner.
- Communicates with impact and creates an environment in which people communicate openly and honestly.
- Fosters teamwork and cooperation with a strong ability to work with a highly functional team of experts.
- Strong computer skills (Microsoft Office, Bluebeam, Civil 3D).



## **Dufferin Construction Company**

Under the long established and respected name of Dufferin Construction, CRH Canada operates a multi-million construction business which provides construction services throughout Southern Ontario and on key projects across Canada.

Founded in 1912, Dufferin Construction has built a solid reputation for market excellence, drawing on a rich history and a strong heritage of quality, stability and innovative leadership in the marketplace. Dufferin Construction is one of the largest heavy civil engineering contractors in the industry, employing over 1000 people.

Dufferin Construction offers a wide range of construction services that cater to the Heavy Civil, Commercial/Industrial, Municipal and Land Development market segments.

In response to an ever increasing marketplace for Alternative Delivery Methods (ADM) in the Ontario Transportation industry, Dufferin Construction established its Partnership Ventures department in 2009. Focusing solely on Design Build (DB), Construction Manager General Contractor (CMGC), and Public Private Partnership (P3) procurement, the department has found success on a variety of large-scale projects in Southern Ontario.

Dufferin is a choice partner in the industry offering an array of Heavy Civil expertise including:

- Light Rail Transit Infrastructure
- Highway construction, expansion, redevelopment
- Bridge Construction in both conventional and unconventional methods (rapid bridge replacement)
- Civil provisions for rail corridor expansions, Metrolinx/ GO Transit infrastructure
- Excavation and Underground Construction Services: Sewer and watermain

**Any qualified and interested candidates please submit your cover letter and resume to:**

Vita Rigole, Sr. Human Resources Coordinator at [dcchr-ca@ca.crh.com](mailto:dcchr-ca@ca.crh.com)

CRH Canada Group Inc. welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.