



136 Hendrick Rd. Onanole, MB
204-848-2552

We're looking for a

Project Planner & Drafter

About Us

In 1945, Minty's Moving Ltd. began business in the house moving industry. For the past 30+ years, Minty's Moving has expanded into other areas such as heavy hauling, crane work, and primarily bridge building.

Our services are offered throughout Manitoba and Saskatchewan, with our offices headquartered in Onanole, Manitoba.

Job Role & Summary

We are seeking a project planner with drafting skills to join our fast-growing, rapidly changing workplace.

The ideal candidate is a quick learner and detailed oriented, can multitask and manage several projects at a time, can think critically and uses their problem-solving abilities to help develop creative solutions.

Reporting to the Project Manager, the Project Planner's responsibilities include:

- Drafting designs from preliminary sketches, and verifying that drawings meet required specifications.
- Estimating material and costs.
- Negotiating and scheduling with suppliers, vendors and subcontractors.
- Liaise, consult, and communicate with owners, engineers/consultants, and subcontractors.
- Creating technical documents and reports including project submittals and schedules.

Requirements:

- Able to operate AutoCAD software, and train basics to others.
- Able to interpret basic survey data.
- Familiar with Microsoft Project or similar Gantt chart software.
- Minimum 2 years' experience working in the construction field required.
- Experience with heavy civil construction and/or bridge construction projects is considered an asset.
- Must have a valid Class 5 driver's license.

What We Offer

Wage Range: \$23-\$32/hour
Wage negotiable, dependent on experience
Full-time hours, Monday to Friday, 8:00 am to 4:30 pm
Benefits and Pension

Apply Now!

Resume can be sent to: michelle.e@mintysmoving.ca