



Operations Maintenance Coordinator

THE COMPANY

Headquartered in Calgary, Alberta and with operations near Fort St. John, British Columbia, Pacific Canbriam Energy Limited ("PCE") is committed to our 5Cs business philosophy of creating benefits for our Community, Country, Climate, Customer, and Company.

PCE believes that the quality of its resource is a strategic asset that differentiates the company. Early efforts to identify a scalable, low cost supply source led to a focus in the Altares and Kobes Montney regions in northeast B.C. The Montney is a world class resource and Altares is among the highest quality areas. The region possesses a unique combination of thickness and over-pressure, which contributes to highly efficient stacked resource development and strong well deliverability. Pacific Canbriam's Montney resource also possesses a high liquids content and overall rock quality that translates into a highly competitive supply cost.

We believe that teamwork is the foundation of our success. We have established a culture where problem solving skills and critical thinking are highly valued. Individual technical disciplines collaborate to achieve common objectives and continuously improve results. PCE's strategy and its culture are centred on this commitment.

PCE is committed to protecting people and the environment through responsible natural resource development. We are proud to engage in industry-leading sustainability practices and promote continuous improvement throughout all areas of environment, social and governance (ESG) topics.

The next iteration of our integrated approach relates to the planned export of our natural gas to markets in growing economies overseas. To achieve this aim, PCE will supply B.C.'s proposed Woodfibre LNG project, which will liquefy the natural gas and load it into vessels. The natural gas will be shipped to help supply a growing demand for cleaner sources of energy in Asia.

THE POSITION

PCE is actively recruiting an Operations Maintenance Coordinator (OMC), based out of the Fort St. John, BC field site. Reporting to the Field Superintendent, this role is central to ensuring the efficient coordination and execution of maintenance activities, projects, and budgetary considerations within our facility. The position is tailored for a proactive individual with a foundational understanding of maintenance operations, project coordination, and budget management.

The OMC acts as the bridge between Operations and Maintenance. The OMC is responsible for the screening, prioritisation and approval of Corrective Maintenance notifications (work requests). A key part of the OMC's role is to be the owner of the CM Backlog to ensure that planned work meets the most current cost/benefit and other screening criteria. Familiarity with central production treatment/storage/compression facilities, wells, water injection pumps, and related equipment would be advantageous.

Key Responsibilities

- Maintenance Execution and Planning: Identify and prioritize work; plan and schedule preventative and corrective maintenance for 6 weeks, 90-day and 1 year look ahead; integrate maintenance schedule; closing work and improving performance; ascertaining maintenance productivity; Look back loop for all maintenance work orders.
- Owner of the Corrective Maintenance Backlog to ensure that planned work meets the most current cost/benefit and other screening criteria.
- Support Management of Change (MOC) initiation and development of Turnaround (T/A) scopes.
- Screening of Preventative and Correct work using a risk-based approach.
- Equipment condition history, costs, validation of completed tasks and results request to update Asset Register.
- Developing plans for Corrective maintenance scope (notifications) which requires a T/A for execution.
- Developing Status of "Threats – Big Rocks and opportunities" identified.
- Supporting equipment reliability metrics reporting for wells and plant maintenance.

- Collaborate with operations and engineering teams to prioritize maintenance tasks based on operational needs.
- Support development and management of the maintenance budget, ensuring cost-effective allocation of resources.
- Support project management activities, from initial planning to execution, ensuring projects are completed on time and within budget.
- Maintain maintenance records, ensuring accurate documentation of all activities and equipment histories.
- Assist in the procurement of maintenance materials and services, ensuring quality and cost-effectiveness.
- Participate in safety and regulatory audits, ensuring maintenance activities comply with industry standards and regulations.
- Collaborate with the finance team to track and report on maintenance-related expenditures.
- Provide support in troubleshooting and addressing maintenance-related issues.
- Support development and deployment of Maintenance Standards and Manuals.

THE INDIVIDUAL

About You

- Demonstrates a foundational understanding of maintenance operations and practices.
- Organized and detail-oriented, ensuring tasks are completed accurately and on time.
- Collaborates effectively with multidisciplinary teams, driving alignment and achieving shared objectives.
- Communicates technical and financial information clearly and seeks clarification when needed.
- Adapts to changing priorities and is eager to contribute to projects and budgetary tasks.
- Proactively identifies opportunities for improvement and is open to feedback.

Qualifications

- Minimum 10+ years of related experience in reliability, maintenance & engineering, preferably in gas processing or a related resource industry (Refining, Upgrading, Oil Sands, Mining).
- Field Experience in Oil and Gas and/or Resource Industry an asset.
- Prior experience as a maintenance planner, maintenance scheduler an asset.
- Diploma Holder or Bachelor's degree in Mechanical Engineering discipline will be an advantage.
- Strong familiarity with Enterprise Asset Management (EAM) Systems will be an asset.
- Strong analytical skills with proficiency in reliability analysis software and tools.
- Familiarity with industry regulations and standards.
- Effective communication skills, both written and verbal.

APPLICATION PROCESS

Please submit your resume and a cover letter to HR@pacific-canbriam.ca. Be sure to address your cover letter to **Operations Manager**, indicating your interest in the position and how your experience meets or exceeds the qualifications. Pacific Canbriam Energy thanks all candidates however only those selected for an interview will be contacted.

PCE is proud to be an equal opportunity employer. We firmly believe that having a diverse team not only celebrates our differences, but also drives innovation while optimizing performance. We commit to fostering a diverse, equitable and inclusive environment, where talented people collaborate to continuously improve - collectively building an extraordinary vision for the future.

PCE encourages qualified applicants of any race, religious belief, colour, national or ethnic origin, disability, age, marital or family status, sex or sexual orientation, gender identity or expression to apply. Hiring decisions are based on merit, qualifications and unique business needs. We do not tolerate any discrimination, harassment or workplace violence and will investigate and remedy any claims in a timely manner and take appropriate corrective action. PCE is committed to providing reasonable accommodations for qualified individuals with disabilities. If you require assistance with this application please reach out to HR@pacific-canbriam.ca