



JOB POSTING

Quality Control Coordinator

JOB TITLE:	Quality Control Coordinator
TERM:	Full-Time, Permanent
PAY SCALE:	\$65,000 - \$95,000 annually
WORK LOCATION:	Highland Valley Copper – Mine Life Expansion, Logan Lake, BC
SCHEDULE:	Typical shift is 14 days on and 7 days off

Cantex Mining Services is a leading civil and mining construction company, proudly 100% Indigenous-owned and headquartered in Merritt, British Columbia. As a subsidiary of K'én T'em Limited Partnership, we are recognized for our commitment to safety, quality, and operational excellence. We take pride in delivering reliable, high-performing projects while creating meaningful opportunities and supporting sustainable growth for the communities we serve.

At Cantex, we do more than move earth – we build opportunities, strengthen communities, and create lasting impact. We are seeking an experienced Quality Coordinator for an earthworks / heavy civil operation around Logan Lake, BC. Experience of construction sites is preferred. This role is key in supporting senior project staff (Project Managers, Superintendents, etc.) in the coordination, reporting, and Quality functions of a project. Safety is our number one priority from management to supervision, and our culture is focused on teamwork and completing the mission safely.

Primary Duties

- Follow all Safety Practices and Standards.
- Ensure implementation of the Project Specific Quality Plan (PSQP) on project site by all project stakeholders.
- Support the management of multiple concurrent work packages, prioritize tasks and maintain accurate documentation.
- Develop and ensure the implementation and regular updating of the Inspection and Test Plan(s) (ITP).
- Provide guidance with construction supervision and crafts regarding the project specific quality process and ensure the requirements of the ITP are met.
- Research and answer questions of a technical nature in the interpretation of construction codes and standards.
- Report and document non-conformances when they occur.
- Assist in ensuring rework is tracked.
- Perform inspections and testing as per the ITP.
- Organize and maintain verification documentation.
- Coordinate with third party testing agencies where required.

Primary Duties Continued

- Review and approve all third-party test results for compliance with project requirements.
- Coordinate system turnover activities with project teams and assist in assembling turnover.
- Verify project requirements are specified to vendors and contractor documentation submittals.
- Assist in managing and tracking the implementation of the Deficiency Management Process (i.e. initiating Field Surveillance Reports (FSR), Corrective Action Report (CAR), and Non-Conformance Reports (NCR).
- Updates project and contract documents (drawings and specifications) as directed by the project team.
- Preparation of project turnover materials including assembly of all documents and the organization and presentation of the materials.
- Reviews documents and drawings for necessary data, enters appropriate data into the corresponding document tracking system, and checks records for accuracy and completion.
- Other duties as needed.

Knowledge, Skills, and Abilities

- Strong written and verbal communication skills.
- Superior computer skills and technical writing.
- Ability to manage multiple priorities and work under pressure.
- Ability to work in a team environment.
- Ability to solve problems based on clearly defined procedures.
- Must be physically fit and able to lift up to 50 lbs.
- Show up to work on time, follow instruction, and work as a team

Experience and Requirements

- Minimum High School Diploma: Journeyman Trade Certification or Degree in Engineering or a related field is preferred.
- 2-3 years' experience in a Project Quality Coordinator role or similar.
- Experience with Microsoft Office (Outlook, PowerPoint, Excel, Word, Access, Project).
- All successful candidates must provide the following prior to confirmation of start date:
 - Pre-Access Drug Screening
 - Void Cheque/Direct Deposit Form
 - Copy of Driver's License
 - Copy of Driver's Abstract

Work Environment

- Schedule: Typical shift is 14 days on and 7 days off (may vary based on project requirements).
- Work Location: Highland Valley Copper – Mine Life Expansion, Logan Lake, BC.
- Benefits: Cantex offers a competitive benefits package, including extended health, dental, and vision coverage.
- Travel: Travel may be required based on project requirements

Please Note: This is a local hire project. Camp accommodation is not provided. Employees must reside in the region or secure their own accommodations.



To see all of our open postings, please follow the link or QR code below:

<https://www.cantexminingservices.ca/jobs>



Ready to Apply?

Please submit your resume and a cover letter outlining your relevant experience to
HR@cantexminingservices.ca.

Cantex Mining Services is an equal-opportunity employer. We encourage applicants from diverse backgrounds and are committed to building a respectful and inclusive workplace that reflects the community we serve. This position is open to all candidates who meet the qualifications. In alignment with Section 42 of the BC Human Rights Code; A hiring preference will apply for qualified candidates of Canadian Indigenous ancestry, with a priority for qualified native?kepmx candidates.

We thank all applicants for their interest; however, only applicants selected for an interview will be contacted. Your application to this posting is deemed to be your consent to the collection, use and necessary disclosure of personal information for the purposes of recruitment. Cantex Mining Services respects the privacy of all applicants and the confidentiality of personal information.