



## Co-op Engineering Student - Edmonton

Scheffer Andrew Ltd. is currently seeking a **Co-op Engineering Student** with land development, municipal infrastructure, and/or transportation experience to join our Edmonton team for the summer/fall of 2025.

Scheffer Andrew Ltd. is a medium sized civil engineering and planning consulting firm, which has operated in Western Canada, primarily Alberta, for almost 50 years. We currently have two offices in Alberta with more than 45 employees. Our work focuses on municipal, land development and transportation engineering.

This position will report to the Engineering Manager and project teams of our Edmonton office.

Duties of this position will include, but are not limited to:

- Review of design drawings and contract documents to ensure familiarity with the various projects at the onset of construction, and to check for possible design deficiencies.
- Inspection and contract administration for SAL construction projects.
- Coordination of quality control testing by an independent testing agency.
- Scheduling of the various subcontractors and sub-consultants to ensure that projects deadlines are met.
- Liaison with inspection staff from the municipality in which the projects are located.
- Preparation of daily progress reports and regular reporting to the client and senior staff.
- Coordination of regular project meetings during the construction phase.
- Quantity take-off and preparation of monthly progress payment quantities for all contracts relating to the projects.
- Coordination with the Clients as it falls within your scope of work, to ensure the Client's needs are fulfilled.
- Engineering coordination in support of construction projects.
- Topographical surveys, subdivision construction layout, and other Geomatic work. Carry equipment and supplies and install stakes. Assisting survey chief as required.
- Other tasks as required.



The ideal candidate must be **enrolled in or have completed post-secondary education in a related civil engineering field** and have:

- **1 to 3 years of experience in the field of inspection of municipal and land development projects.**
- An understanding of underground utility and road construction materials, methods, and processes.
- An understanding of Engineering and Construction standards.
- The ability to interpret construction drawings and specifications.
- Interest in working outside in a construction environment, which may include overtime and weekend work.
- Knowledge of As-Built preparation and specifications.
- Computer skills including Word, Excel, and AutoCAD applications.
- Working knowledge of safety and environmental protection requirements.
- Attention to detail and exceptional communication skills both written and verbal.
- A vehicle and a valid driver's license (required for this position).

For more information about working with Scheffer Andrew Ltd. please visit [www.schefferandrew.com](http://www.schefferandrew.com) . Resumes can be sent to [employment@schefferandrew.com](mailto:employment@schefferandrew.com).

We thank those who express an interest, however only those candidates who best suit our requirements will be contacted.