



**SNC • LAVALIN**

## **Operations Control Centre Representative**

Fredericton, NB

### **Full-time, contract position to be filled as soon as possible**

SNC Lavalin O&M is responsible for the operation, maintenance, and rehabilitation of Route 2 Trans-Canada Highway between the Quebec Border to Longs Creek, and also Route 95 from Woodstock to the US Border, until 2033. Our **Operations Control Centre Representatives** are crucial to this process, as they manage important processes such as:

- Internet based 2-way radio system
- Creating and scheduling maintenance work orders
- Open and continual communication between road patrol, maintenance groups, and management team
- Weather tracking and road condition reporting
- Accident response support (reporting and documenting all related issues to the appropriate personnel)

The position requires:

- Attention to detail (significant amount of data entry/typing required)
- Strong prioritization skills and organization abilities
- Very computer literate (Word/Excel/Outlook, as well as internal software)
- Own transportation
- Bilingual (English/French) an asset

The Operations Control Centre is a 24/7/365 operation, providing uninterrupted service and support to our team. OCCR's work 12 hour shifts, on a 2 week rotation of nights and days; this scheduling makes it easier to plan appointments and errands around, while helping build a great work/life balance.

Those interested in applying for this position are invited to send their résumé in confidence to:

Julia Arseneault, HR Contact

Email: [brunwayjobs@snclavalinom.com](mailto:brunwayjobs@snclavalinom.com)

or

By mail/ In person: 1754 Route 640  
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