



Environmental Assistant

Location: Fort St. John & Port Moody, BC/Calgary, AB

Overview

SynergyAspen's purpose is to reduce our clients' environmental footprint. We are a growing environmental consulting firm that provides clients with exceptional service and value, and our employees with meaningful careers. Our areas of expertise include remediation, reclamation, and natural sciences, with a specialty in upstream oil and gas work in Northeast BC.

The primary function of the Environmental Assistant is to perform significant field work including site investigation, remediation, reclamation, and natural sciences projects. This role assists the Environmental Supervisor, both in the field, and in the office. The work includes, but is not limited to, complying with all health and safety requirements, undertaking field sampling (soil, GW, and SW), documentation of site conditions and observations, and completion of daily field reports. This position takes direction from the Environmental Supervisor and reports to the Operations Manager.

Your Key Responsibilities

- Working outside in all conditions with a positive, cooperative attitude, reflecting SynergyAspen's corporate values, while delivering on work tasks independently, or as part of a team.
- Adherence to client specific and SynergyAspen's Health and Safety policies and a commitment to H&S as an integral component of all activities.
- Organization of required field documentation and equipment.
- Ensures timely deliveries of samples or product, to client or labs as required.
- Maintenance and proper storage of all PPE.
- Provision of high-quality data; safely and on time.
- Working independently and with a multi-disciplinary team in a respectful and collaborative manner.
- Participation in investigation, remediation, reclamation, and natural sciences activities in accordance with regulatory requirements and SynergyAspen's preferred operating procedures.
- Provision of excellent customer service to clients.
- Office work includes assisting in data entry and preparation of technical reports.
- Any additional tasks as required.

What You Offer SynergyAspen

- 2-year technical diploma or degree in Environmental Sciences or Engineering.
- Previous field experience is an asset.
- Ability to work outside and potential remote locations in adverse weather conditions, when required.
- Possess clean driving record and ability to provide acceptable driver's abstract.
- Capable of meeting periodic, heavy, physical demands in a demanding all-weather work environment; experience working around heavy equipment is an asset.
- Reliable attention to detail and excellent oral and written communication skills.
- Proficient in Microsoft Office Suite, specifically Outlook, Teams, Excel, and Word.
- Valid safety tickets, such as H2S Alive, First Aid, Ground Disturbance, and/or the willingness to obtain.
- Energy, intelligence, and integrity. Your drive for exceptional client experience is relentless.
- Ability to work in a safe and responsible manner.
- Ability to work independently and with a multi-disciplinary team in a respectful and collaborative manner.
- Strong work ethic, positive attitude, and willingness to learn.
- Commitment to safety.