

Materials Inspection and Testing – Junior Engineer/ Project Coordinator

Paterson Group Inc. – Ottawa, ON

Paterson Group, one of Canada's oldest geotechnical engineering consulting firms, is recognized for expertise in geotechnical engineering, environmental engineering, hydrogeology, materials testing, noise, and vibration studies, structural engineering and building science engineering. Customer service is our first priority. We provide professional services based on technological expertise, interactive project management, a wealth of local knowledge, and creative solutions.

Paterson Group's client base includes major developers, building owners, property management firms, condominium properties, and many other public and private housing and commercial building groups.

Paterson Group offers the opportunity of a rewarding career at a highly successful consulting firm. You will be part of an engaging team of engineers and technologists working on exciting and challenging projects in a culture of continuous learning and collaboration.

The Ottawa office is seeking a motivated and detail-oriented Junior Engineer/ Project Coordinator to join our rapidly growing Materials Testing Division. This role involves supporting our team of engineers and project managers in geotechnical project execution and ensuring successful project management across a diverse range of construction initiatives.

As a valued team member, you will contribute to projects involving roadways, site servicing, high-rise developments, commercial construction, heavy civil projects and other earthwork activities. This position emphasizes collaboration, communication, and solution-oriented engineering while providing opportunities for professional growth and continuous learning.

Key Responsibilities:

- Coordinate and manage multiple projects simultaneously, including project administration, timelines, budgets, and resources.
- Assist with preparing project deliverables such as drawings, specifications, technical memoranda, and proposals.
- Conduct field investigations and site assessments, including soil sampling, testing, and evaluations.
- Perform construction reviews and provide quality observation for geotechnical and materials testing services.
- Offer technical recommendations based on field findings and site visits.
- Collaborate with clients, contractors, and internal project teams to ensure successful project delivery.
- Review design concepts, structural/civil drawings, and geotechnical reports to ensure quality control.
- Support senior engineers and project managers with project documentation and file tracking.
- Provide guidance and technical assistance to field technicians.

- Attend site meetings/visits and liaise with clients and contractors.
- Manage smaller projects and clients, as assigned, based on performance.
- Ensure timely input for time billing and job costing.
- Perform other duties as required.

Qualifications:

- Bachelor's degree in Geotechnical Engineering, Civil Engineering or Civil Engineering Technology Diploma, or a related field.
- 1–3 years of experience in geotechnical engineering, including internships or co-op placements.
- 1–3 years of field experience in construction reviews and inspections.
- Fundamental understanding of geotechnical principles, including soil mechanics, foundation design, and site investigation.
- Proficiency in industry-standard practices and software.
- Strong written and verbal communication skills.
- Exceptional organizational and multitasking abilities.
- Willingness to travel and work on-site as required.
- Self-motivated and able to work both independently and as part of a collaborative team.
- A desire to learn and grow within the geotechnical and project management fields.
- Possess a valid Ontario driver's license and have access to a vehicle with valid registration and insurance.
- Candidate must be authorized to work in Canada.

Preferred Qualifications:

- Project management experience, including familiarity with construction project life cycles.
- Knowledge of local geotechnical standards, codes, and regulations.
- Project management certifications (e.g., PMP, CAPM) or an interest in pursuing certification.

Additional Information

- The qualified candidate must reside in the Ottawa/Gatineau surrounding area.
- Valid driver's license and reliable vehicle is a must.

Start date: ASAP (negotiable)

Benefits:

- Competitive compensation package.
- Group RRSP offered after 3 months of employment. The company will match the employees' contributions up to 5%.
- Group Insurance coverage for medical, dental, life insurance, long and short-term disability. Eligibility upon completion of three (3) months of employment. Individual costs for each plan member are shared equally by the employee and the company.

- Welcoming and supportive work environment with numerous social events including staff lunches, team BBQs, Family picnics, Holiday party and so much more.

Physical Requirements:

Field work may include exposure to the elements including inclement weather. Ability to occasionally lift and move items and equipment up to 50 lbs. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

How to apply:

If you are passionate about engineering and eager to contribute to a company that values innovation and excellence, we encourage you to apply. Candidates can apply by sending their resume to hr@patersongroup.ca We appreciate the interest and efforts of all applicants; however, only those short-listed as candidates will be contacted.

Paterson Group Inc welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

For more information on our company, please visit: <https://patersongroup.ca/>