



297 Nelson Street W  
P.O. Box 639  
Virden, MB R0M 2C0  
Phone: 1-866-887-3669  
Email: [careers@rfnow.com](mailto:careers@rfnow.com)

## PROJECT COORDINATOR

RFNOW Inc. is seeking applications from motivated individuals to join our **Construction Team**. The successful candidates will be involved in the day-to-day operations of our Construction and Maintenance departments.

This is an opportunity to join a team within a growing organization and have variety in their day-to-day duties.

### Responsibilities:

- Requesting locates and filing them appropriately.
- Setting up Projects in OneNote so that information (Locates, Permits, Fibre path plans) is available for foreman in the field.
- Submit utility applications to various Municipalities, Towns, and Government agencies (Manitoba infrastructure, Saskatchewan Highways, ect.).
- Drawing up Maps that outline fibre paths.
- Set up crossing agreements with various oil field/railway companies (Tundra, Corex, Enbridge, CN, CP, Ect), and utility providers (MB Hydro, Transgas, Sask Energy)
- Communicate with Foreman.

### Required Experience:

- Proficient in Microsoft excel, and word.
- Willing to learn Google Earth and Microsoft OneNote
- Willing to learn the Locate and permitting process
- The person must be organized and self motivated with attention to detail
- able to multitask.
- Able to communicate well with others

### Job Details:

- Be Monday – Friday 40hrs/week with available overtime (Usually 7am – 3pm but can be flexible)
- Have full benefits (Dental, vision, medication, short/long term Disability, and Life and travel insurance) after 3month probation period (negotiable)
- 2 Weeks Vacation accumulated over the course of the year.
- \$22- 24/ hr
- Based out of Virden but has the ability to work from home.





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If interested, please contact Dave Turnbull for more information or forward resumé detailing your qualifications to [daveturnbull@rfnow.net](mailto:daveturnbull@rfnow.net)

### **About RFNOW Inc.**

*RFNOW Inc. is a successful, dynamic organization with opportunities to grow and specialize in a number of areas within the field of technology and construction including broadband wireless communication, fibre optics, network architecture/maintenance, directional drilling, cable plowing, line locating, tower building, residential and commercial service connections, and heavy equipment operation and maintenance. Learn more at [rfnow.com](http://rfnow.com).*

> Contact us to learn more about **rewarding career** opportunities!

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