



***Start each day with a sense of purpose.
End each day safely with a sense of accomplishment.***

That's the kind of outlook we are striving to achieve for our employees at Spectra Energy (formerly a Duke Energy Operation). We value diversity and inclusion, openness and teamwork. Ours is a high-performance culture where you're encouraged to stretch your capabilities and exercise creativity in effecting change and shaping the future.

Spectra Energy is one of North America's premier natural gas midstream companies with critical energy infrastructure connecting natural gas sources to markets and customers. Our approach extends beyond our offices and facilities into our neighbourhoods, towns and cities—through community and economic development partnerships, we cultivate talent and grow leadership.

Position: Jr. Planner Scheduler

Company: Spectra Energy Transmission West

Closing Date: February 22, 2010

City: BC-Fort St John

Area of Expertise: Operations - Other

Highest Level of Education: High School/GED

Job Type: Full Time

Job ID: LMS20091311-32323

Years of Experience: 0-1 year

Key Responsibilities:

- Scope and estimate for all types of work
- Develop Work Packages
- Assist in the preparation of planning documents
- Weekly preparation of work schedules and Work Management documents
- Analyze, recommend and implement improvements to maintenance management processes
- Record historical information in the integrated management system
- Handles multiple department and individual assignments
- Training stakeholders in proper use of SAP and business processes

Basic Qualifications:

- Minimum high school diploma,
- Well developed computer literacy and skills
- Good analytical skills
- Well developed communication and interpersonal skills
- Sound decision-making skills
- Well developed organizational skills

Desired Qualifications:

- Some relevant post secondary education is preferred
- 4-5 years work experience in an industrial environment
- Mechanical or pipeline experience
- Sound maintenance planning, scheduling and procurement philosophies
- SAP knowledge (specifically Plant Maintenance and Materials Management modules)
- Project Management Skills.
- Ability to explain and teach concepts.

Comments:

Please visit our website at <https://canadajobs.spectraenergy.com/joblist.html> and register an account with us. This will enable you to place your resume on file and to request notification of the types of jobs in which you are interested. Having your resume on file provides a quick and easy way for you to apply for a job by selecting "apply now". Our automatic notification will send you an email when your selection matches a job posting so you will never miss an opportunity that might be right for you.

Please note that only those shortlisted will be contacted. We thank you for your interest.

Spectra Energy is committed to diversity in our workplace and equal access to opportunities. All candidates will be given fair consideration based on individual merit.