



*Opportunities Made Real*

**Universal Geomatics Solutions Corp.** is an employee-owned, high-performance, progressive consultancy providing comprehensive surveys, geomatics, and project management services to a variety of industries since 1986.

At UGSC our people drive us forward. We strive to hire, train, and retain smart, driven individuals. UGSC's diverse work force creates an exciting and dynamic working atmosphere. We empower through education and training, recognize excellence, and challenge each other.

Our core purpose is *Helping Those Around Us Succeed*. Combined with our core values we are an employer of choice. Join our team and see your *opportunities made real*.

[www.ugsc.ca](http://www.ugsc.ca)

We thank you for your interest in Universal Geomatics Solutions Corp., however, only those selected for an interview will be contacted.

Office Locations:  
Edmonton  
Calgary

\*Grande Prairie (UGSC intends to open an office in this location in the near future. It is currently not a registered office offering land surveying services.)

Edmonton  
(Head Office)  
15111 123 Ave.  
Edmonton, AB T5V 1J7

## FIELD SERVICES MANAGER

**Universal Geomatics Solutions Corp. is seeking a Field Services Manager to join our team. Location is dependent on the ideal candidate and in our Calgary or Edmonton office.**

The Field Services Manager is responsible for training, planning, coordinating, and scheduling activities related to the field services personnel. The Field Services Manager will be responsible for overseeing remote location logistics, including but not limited to, equipment and travel arrangements.

### Opportunity

- Oversee the Field Services Department by ensuring operational requirements are met by training, supervising, coordinating, and scheduling activities within the department.
- Manage field resources utilization and assignment to projects based on skill sets and availability.
- Oversee fleet purchases and sales of assets.
- Collaboratively working with Project Manager and Human Resources regarding recruitment and selection, employee labour relations issues, performance reviews, and terminations of field employees.
- In conjunction with the Vice President of Operations, review competency of field crews and provide training opportunities when required to improve skill sets for different types of field work and/or equipment.
- Occasionally make field visits to evaluate, train, and build relationships with field staff and clients.
- Ensure all employees are following the proper safety protocol and held accountable for all aspects of the safety program.
- Maintain company standards and other associated work instruction documents in accordance with the requirements of the Quality Management System.
- Perform other duties as required.

### Requirements

- Minimum of 5-7 years relevant experience at Crew Chief level or higher is required.
- Management, supervisory, and leadership skills.
- Working knowledge of labour relations and personnel management.
- Ability to supervise and train employees.
- Knowledge of both large-scale pipeline projects and conventional surveys is an asset.
- Effective interpersonal skills, including tact and diplomacy with a variety of individuals and groups.
- Ability to communicate effectively, both orally and in writing, with a wide variety of individuals and groups. Ability to strongly influence customers and build positive lasting relationships.
- Good computer knowledge (i.e. Excel, Access, MS Word, Outlook), along with excellent organizational and multi-tasking skills.
- Knowledge of OH&S acts and regulations.

### Company Benefits

- Outstanding work environment that fosters safety, encourages teamwork, and challenging work opportunities.
- Career and personal development opportunities.
- Comprehensive benefits package, employee assistance program, and RRSP matching.

### How to Apply

Email: [careers@ugsc.ca](mailto:careers@ugsc.ca)

[www.ugsc.ca](http://www.ugsc.ca)

Closing Date: May 16, 2018