



Position: Project Engineer

Gwaii Engineering is an Indigenous-owned Civil and Environmental Engineering Firm based in Victoria, BC. Our tight-knit team provides civil and environmental engineering services to a broad client base on Vancouver Island and across BC, with a special focus on First Nations communities. We are looking for experienced & talented individuals - but moreover, we're looking for people who have a passion for making a difference! At Gwaii, we pride ourselves on a progressive and open work culture, as well as a commitment to the communities we serve and the communities we live in. We want to find driven team-players that will uphold our values - and have a good time while doing it! We are looking to fill our co-op student position for the Summer Term (May - August 2025). Wage will be a variable range between \$21 - \$25 per hour depending on student experience.

Responsibilities:

Civil Engineering

- Preparation of cost estimates
- Design of civil systems including municipal water, wastewater, drainage conveyance facilities and subdivisions
- Design of systems including pump stations and other equipment associated with water and wastewater utilities
- Perform constructability and field reviews
- Preparation of documentation for design projects and reports
- Construction inspections and survey layout
- Coordination with clients, preparation of scope changes, and project task/ budgetary management

Project Management / Coordination

- Schedule creation, including Gantt charts using Microsoft Project
- Attending project meetings, making meeting agendas, and taking meeting minutes
- Communicating with clients and providing project updates
- Contributing to capacity building and community engagement

Gwaii Engineering Ltd.	623 Discovery St, Victoria, BC V8T 5G4	www.gwaiieng.com
	1	

Project Engineer Job Description
Summer 2025



Who we're looking for:

- Second year or above
- Effective written and verbal communication skills
- A “self-starter” work ethic
- Familiarity with ArcGIS or AutoCad
- Valid Class 5 BC Driver’s License
- Preference will be placed on applicants identifying as Indigenous (First Nations, Inuit, or Métis)

Salary:

Wage will be a variable range between \$21 - \$25 per hour depending on student experience.

Posting End Date:

Friday, March 14th

How to Apply:

Please send your resume and cover letter to Gladia Joy: gjoy@gwaieng.com with the subject line “Co-op Position: Project Engineer”

Gwaii Engineering Ltd.	623 Discovery St, Victoria, BC V8T 5G4	www.gwaieng.com
	2	