



*Thinking Globally....Acting Locally*

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## **Operations Assistant, Squamish Terminals**

Squamish Terminals is a deep-water, break-bulk terminal located at the north end of Howe Sound and is owned by Western Stevedoring. Western Stevedoring is the most diversified stevedoring contractor in BC and operator of Lynnterm, North Vancouver. Western also provides terminal and stevedoring services to the break-bulk trade on Vancouver Island and cruise ship services at Ogden Point, Victoria.

Squamish Terminals services customers globally and now requires an Operations Assistant to play a pivotal support role in our day-to-day operations. Reporting to the Operations Manager, this permanent position is a challenging roll that requires the ability to work independently and demonstrate creativity in problem solving in a highly demanding environment. Key areas of focus are managing manning requirements and dispatch, warehouse and yard storage planning, and supporting a safe work environment at all times.

The ideal candidate will possess relevant post-secondary education, in-depth knowledge of MS Office products and a minimum of 3 years' work experience in a heavy industry environment; marine preferred. Effective communication, problem-solving and interpersonal skills will support interactions with a wide range of internal and external stakeholders. Labour relations experience and familiarity in working with Collective Agreements will enable the successful applicant to perform effectively in a unionized environment. Candidates must be eligible to attain Marine Transportation Security Clearance (MTSC) to be considered for the position.

Squamish Terminals offers competitive compensation and a great work environment. To apply, please email your resume and cover letter to [hr@westeve.com](mailto:hr@westeve.com).

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