Minnow Environmental Inc. is a leader in Aquatic

administrative/GIS staff member. The position will involve assistance with preparation of GIS-based maps,

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The successful candidate will be able to demonstrate

exceptional organizational skills, an eye for detail

experience in a variety of software applications including

ArcGIS, MS Word, MS Excel, Adobe Illustrator and an

interest/experience in environmental studies. Experience

within an office environment and with information

management is an asset. Post-secondary education is

Minnow offers a competitive compensation and benefits

If interested, please submit your résumé in confidence

to work@minnow-environmental.com or fax to

905-873-6370 attention Human Resources.

Résumés received prior to September 30, 2013 will be considered.

minnow

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Environmental Consulting services, conducting studies in Fleet Trainer Opportunity at freshwater and marine environments across Canada. We are a small firm of aquatic scientists servicing the The Town of Caledon Canadian natural resource sector with offices in Georgetown, ON and Victoria, BC. We are currently seeking someone to join our Georgetown office as an

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With the expansion of the Engineering, Public Works, and Enforcement Department, The Town of Caledon seeks a knowledgeable, skilled, and safety conscious trainer to lead the driver training program for operators of the department's heavy equipment and vehicles.

THE POSITION:

The Fleet Trainer will ensure due diligence and maintain the Town's Recognized Authority with the Ministry of Transportation.

This individual will

- Train, licence and keep record of Town employees requiring classified licences, or required to operate road maintenance equipment
- Create and facilitate training courses for Professional Driver Improvement, Defensive Driving, Equipment Familiarization, Air Brake Endorsement and as required for changes to Town operating procedures or legislative requirements
- Assist in the maintenance and update of Driver and Operator training
- Maintain contact with internal and external administrators and licensing authorities to ensure compliance with various acts, regulations and legislation
- Investigate and provide recommendations to Management on traffic collisions and incidents involving Town maintenance and construction equipment

- Successful graduate of the Fleet Driver Trainer Program and eligible to be a Signing Authority with the Ministry of Transportation
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