



YUKON ENERGY CORPORATION

Mechanical Projects Coordinator

Position # 95-11

The Opportunity: Mechanical Projects Coordinator

Permanent, Full-Time unit position, based out of Whitehorse, Yukon.

Are you a detail-oriented Mechanical Project Coordinator looking for a permanent opportunity to turn plans into real impact in one of Canada's most breathtaking and remote regions? Yukon Energy is seeking a talented individual to join our team in Whitehorse, Yukon—where your project management expertise meets both meaningful work and endless adventure!

Who we are: Yukon Energy is the primary generator and transmitter of electrical energy in the Yukon territory, operating within the Traditional Territories of Yukon First Nations. We take pride in our commitment to sustainability and collaboration with Indigenous communities across all our operations.

What will you do: As our Mechanical Project Coordinator, you'll:

- **Drive Projects Forward:** Partner with the Project Manager to plan, track, and deliver both capital upgrades and O&M mechanical projects across Yukon Energy facilities.
- **Provide Technical & Design Support:** Create and review design drawings, datasheets, and specifications that ensure safe, efficient installations and maintenance.
- **Ensure Compliance & Documentation:** Accurately document every project phase in line with Yukon Energy's policies, guidelines, and industry standards, including the Canadian Mechanical Code.
- **Collaborate Across Teams:** Coordinate with operations, maintenance, procurement, and external contractors to keep projects on schedule, on budget, and aligned with safety and quality requirements.
- **Champion Continuous Improvement:** Identify and implement opportunities to streamline workflows, enhance documentation processes, and boost overall project delivery efficiency.

What you need to succeed:

Education and Experience:

- Two-year engineering technology diploma in Mechanical Engineering or related discipline or equivalent
- Journeyman Heavy-Duty Mechanic or Millwright certification
- Minimum five years' related experience in a utility or heavy-industrial environment
- Demonstrated construction-site supervisory and project-management experience
- Understanding of hydro unit isolation (asset) is an asset

Skills & Technical Proficiency:

- Proficient with Microsoft Project, Office 365 suite, and SharePoint
- Strong troubleshooting and problem-solving skills
- Excellent client-service orientation and interpersonal communication
- Commitment to safe work procedures and environmental processes



YUKON ENERGY CORPORATION

Mechanical Projects Coordinator

Position # 95-11

- WHMIS certification and familiarity with health, safety, and environmental regulations
- Certifications & Training:
- Valid Class 5 driver's license (required)
- Willingness to obtain Advanced First Aid, fall-arrest, and confined-space entry training

Key Competencies:

- Project Management: Plan, execute, and close projects on time and within budget.
- Mechanical Expertise: Deep understanding of mechanical and civil systems in utility environments.
- Safety Focus: Prioritize safety in all activities, promoting a safe work culture.
- Analytical Thinking: Evaluate alternatives and troubleshoot complex technical challenges.
- Collaboration: Work effectively across multidisciplinary teams and remote sites.

Compensation: Level 9: \$51.44/hr-\$61.44/hr PLUS Northern Allowance.

What is in it for you:

- Northern Allowance: \$7,000 + 5% Base Pay added to Base Salary
- Comprehensive Benefit Package that begins the first day of employment
- 160 hours of vacation leave, 160 hours of sick leave, 40 hours of special leave
- Travel Allowances for employee and their spouse and dependent(s)
- Annual Wellness Subsidy
- Cell Phone Subsidy
- RRSP Match begins first day of employment
- Relocation Assistance
- Training and Development opportunities
- Opportunity to be a part of something greater and help the Yukon

Yukon Energy values diversity in the workplace. We strive to achieve a skilled workforce that is representative of the population we serve, and we are committed to the employment and professional development of Yukon First Nations citizens. We especially welcome applications from Yukon First Nations citizens and other under-represented groups.

To **apply**, please go to [Recruitment \(adp.com\)](https://adp.com).

If you have any questions, please feel free email People & Culture via email at hr@yec.yk.ca. The posting will remain open until the position is filled.

Click [here](#) for a full job description. For more information on Yukon Energy, please go to:

<http://www.yukonenergy.ca>.

We thank all candidates for applying but only short-listed candidates will be contacted. **Applicants must be legally entitled to work in Canada for any employer without employer sponsorship.**

Date Posted: April 30, 2025