Canada's Tournament Capital

Project Coordinator - Capital Projects (Permanent, Full-Time) - 2068

Close Date
November 18, 2026

At the City of Kamloops, we believe in progressive and barrier-free recruitment for everybody every day. This means employment opportunities for all in a safe, inclusive and diverse workplace. We know our city is stronger when we hire qualified individuals from different backgrounds with diverse experiences, cultures and perspectives.

We are focused on creating the highest levels of service excellence, based on an organization-wide community culture that celebrates our employees who make it all happen. We are known as Canada's Tournament Capital and are famous for our hospitality and community spirit, traits that make us a leader! Recreation, sports, arts and culture, health care, social activities, volunteerism, and affordable housing all meld to form a unique blend of big-city amenities with small-town ambience. This is Kamloops!

Let's make Kamloops shine! Join our team today.

Position Overview

Are you passionate about building great things—literally? Join us as a **permanent, full-time Project Coordinator – Capital Projects**, where you'll play a vital role in shaping the infrastructure that supports and connects our city. From roads and bridges to water systems and public spaces, you'll help turn blueprints into real-world achievements that benefit thousands of people every day.

Living in Kamloops

Welcome to the vibrant heart of British Columbia, where the majestic Thompson River flows amidst stunning landscapes and a community steeped in history and culture. We are known as Canada's Tournament Capital and are famous for our hospitality and community spirit!

Nestled in the Thompson Valley and surrounded by the rugged beauty of the Interior Plateau, Kamloops boasts a unique blend of urban amenities and outdoor adventure. From its bustling downtown core, alive with eclectic shops and diverse culinary delights, to its vast network of trails, parks, and recreational facilities, Kamloops offers something for everyone.

Whether you're an outdoor enthusiast seeking thrills on the mountain bike trails of nearby Kamloops Bike Ranch, a history buff exploring the city's rich Indigenous heritage at the Secwépemc Museum and Heritage Park, or a foodie delighting in the farm-to-table cuisine of its local restaurants, Kamloops welcomes you with open arms and boundless opportunities to explore, discover, and connect.

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The successful candidate must have the following qualifications:

1. Completion of a two-year diploma in Civil Engineering Technology or equivalent.
2. Eligible for certification as an Applied Science Technologist with the Applied Science Technologists and Technicians of BC (ASTTBC) or equivalent.
3. Minimum of five years' previous experience in a project coordinator role overseeing the construction of public infrastructure including waterworks, sewerage, roads, and structures.
   OR
   Minimum of five years' previous experience in an engineering role overseeing the design of public infrastructure including waterworks, sewerage, roads, and structures.
4. Minimum of two years' previous experience in contract administration under the supervision of a Project Manager.
5. Valid Class 5 BC Driver's Licence.

Please note, this Project Coordinator – Capital Projects posting coincides with posting Project Coordinator – Capital Projects - Training Opportunity (permanent, full-time) 2069. Our preference is to hire a fully qualified candidate, however, if there are no candidates deemed fully qualified, candidates for the Project Coordinator – Capital Projects - Training Opportunity postings may be considered.

For new hires, and for those working in designated positions of trust, including those working directly with vulnerable persons, no formal offer of employment will be made until an applicant completes a police information check. A comprehensive benefits package is included with this position.

This is a unionized position with CUPE Local 900; check out our Collective Agreement (2024 - 2025) for full details (ratified 2026 Collective Agreement coming soon). As this is a unionized position, all qualifications must be met in order to be shortlisted for the position.

Hourly Rate
$51.965

Hours & Days of Work
Monday to Friday 8:00 am - 4:00 pm

Hours per Week
35

Please note if you need assistance or have individual needs or requirements throughout the application process, contact the Human Resources Department by telephone, email hr@kamloops.ca or in person at 6-510 Lorne Street so we can better support you.

External job postings are open to everyone. We are an equal opportunity employer and thank all applicants for their interest. Please be sure to review the application requirements of each job you apply for. Only those selected to participate in the recruitment process will be contacted.

Applications are accepted online at kamloops.ca/careers.