Co-op Student
OMS – Capital Projects
(4 Months – January – April 2027)

Naturally, Campbell River *– Located on Vancouver Island, the City of Campbell River offers a rare combination of a welcoming small-town feel with large-city amenities. We are a 45-minute drive from the winter and summer activities of Mount Washington, and just minutes from more than 100 km of all levels of mountain biking and hiking trails, plus easy access to the ocean, rivers and lakes for sports fishing, kayaking, paddle boarding and whale watching.*

The role: Reporting to the Capital Projects Manager or designate and taking direction from the Operations Management Software (OMS) Project Manager, the OMS Co-op student performs a wide variety of technical tasks related to asset management, including but not limited to; research, data collection and analysis, and report writing. In support of the OMS project, the scope of work also includes updating records and basic evaluation of assets related to the City's asset infrastructure data.

The Co-op Student will work within the Capital Projects Department, which is located at City Hall, aiding in data collection and analysis in preparation for migration to a new Asset Management and Operations system (OMS). Primary responsibilities associated with this position include:

- Data collection, analysis, and reporting.
- Interpret and present data in graphs, tables, and reports.
- Work with City departments to draft, update current facility records of City facilities and structures.
- Performing quality review of data.
- Miscellaneous duties as assigned.

Our ideal candidate will have:

- Grade 12 or equivalent.
- Must possess and maintain a valid Class 5 Drivers License as per City policy.
- Must be currently enrolled in a recognized university or technical college co-op program related to the work (Civil Engineering, Building Technology, Sciences).

Co-Op Student Program Eligibility Requirements:
You must be registered with your educational institution's co-op program for the duration of the term of this position. **VERIFICATION WILL BE REQUIRED**.

What we offer: The rate of pay for this CUPE bargaining unit position is **$24.97** per hour plus 12% in lieu. Based on a 35-hour work week, seven (7) hours between 8:30am and 4:30pm, Monday through Friday.

For additional information, please refer to the job description on the website.

Posting closing date: December 1, 2026
Posting number: 26-077

Please apply using the 'Apply Now' link below. Resumes are no longer accepted through the careers email.

When you apply:
You will be asked to upload a cover letter and resume as part of the application process. You may also be asked to answer some screening questions related to the position.

Questions about this position? Email careers@campbellriver.ca

City of Campbell River

Apply Now