

## Civil Engineer-In-Training

### Courtenay, BC

#### About the Opportunity

Our growing Courtenay office is looking to add up to **2** enthusiastic, purpose-driven Engineers-in-Training (EIT) to our team. Are you keen to benefit from the support of industry professionals while working on exciting and inspiring projects that make a visible difference in many communities?

Coupled with the diverse learning and project experience opportunities, do you see yourself excited to contribute to:

- Registering, or intending to register, upon eligibility, as an Engineer-in-Training with EGBC or an equivalent provincial or territorial association.
- Honing your civil engineering skills, apply theory, and provide workable solutions for infrastructure design and planning, including water, sanitary, drainage, and road infrastructure projects.
- Exploring creative and sustainable solutions together with our clients to build vibrant communities.
- Establishing relationships with communities and acting as the client's representative on-site during construction to gather information, conduct inspections, and ensure that designs are built to specifications.
- Preparing cost estimates, tender documents, and contracts.
- Providing accurate and timely input on technical reports, plans, studies, proposals, and presentations.
- Attending project meetings and collaborating closely with clients, contractors, external consultants, and internal team members whilst listening, communicating, and developing consulting and project documentation skills.
- Demonstrating a commitment to learning through the ongoing achievement of personal and professional goals.

#### About You

Our ideal candidate is a recent graduate from a Civil or Environmental Engineering degree program with up to 3 years of experience and a strong passion for improving municipalities and local Indigenous communities. Our ideal candidate will be registered, or eligible for registration, with EGBC as an Engineer-In-Training.

The core skills that will help you succeed here include:

- You have excellent written and verbal communication skills, communicating proactively while listening to others.
- You have familiarity with the preparation of engineering calculations and design reports, cost estimates, and tender documents and contracts.
- You can work on multiple projects and thrive in a self-directed work environment.

- You are a self-starter and are able to work independently.
- You take initiative, are a problem solver, and continually deliver consistent, high-quality work.
- You enjoy collaborating with people of varying backgrounds and perspectives.
- You have a valid Class 5 Driver's Licence or equivalent and are interested in occasionally travelling across Vancouver Island for project work in both urban and remote communities.
- Experience working with AutoCAD and Civil3D, WaterCAD, and PCSWMM is considered an asset.

## About Us

Urban Systems is a Canadian employee-owned interdisciplinary community consulting firm. We are united in our mission to transform communities everywhere into vibrant places where people want to live today, tomorrow, and forever.

At Urban Systems, vibrant communities are everything—including our own work community. Since 1975, we have grown to more than 700 people with 18 offices across Canada. Every day, our purpose-driven team works closely with our clients and their communities to deliver impactful work. We are proud to work with diverse clients, including Indigenous communities, all levels of government, commercial and residential land developers, and the natural resource sector.

We care for our communities and for our people. It's our differences that make us exciting, and our shared belief in Urban Systems that binds us together. We're searching for the creative and passionate and the curious and courageous to join us in creating meaningful and generational change in communities.

Our Courtenay Office is located in the Comox Valley on the eastern shore of Vancouver Island, north of Nanaimo. We are a growing office – steadily increasing in size from one partner working alone in his basement to our growing office of 20. Our team thrives on values such as trust, freedom, accountability, fun, and professionalism. We pride ourselves on being diligent, purposeful, inclusive, and empowered. These values guide us to serve our diverse client base. We are passionate about our work and deeply committed to being an integral part of the Comox Valley community.

## Our Commitment to You

Are you looking for opportunities to participate in challenging projects and work with multiple teams? Join a diverse and supportive group of professionals at Urban Systems and take part in impactful work building vibrant communities across Canada. Here's what you can expect as a team member at Urban Systems:

- **Competitive Compensation and Benefits.** You'll receive competitive compensation, extended health, dental, vision care coverage, and more. **This position will have a salary range of \$75,000.00 - \$85,000.00 per year based on a 40-hour work week.** The range is negotiable based on your skillset and experience.
- **Paid Time Off.** We encourage all team members to take time off to recharge. Enjoy 3 weeks of paid vacation to start, in addition to statutory days off throughout the year.
- **Learn and grow.** Your professional growth & development is supported here. You are encouraged to take initiative and shape your career through coaching, in-house learning, technical courses, and more.
- **Work with Interdisciplinary Teams.** Amazing things happen when you mix creativity, curiosity, teamwork, and a strong desire to collaborate and innovate. You will be part of diverse, interdisciplinary teams to deliver important projects for our clients and their communities.
- **Flexible Hours & Work Environment.** You have a life outside of work. We offer flexibility in your work schedule and work environment to help you do your best work and meet your commitments.
- **Saving for the Future.** To help you achieve your long-term retirement goals, we offer a Long-Term Matching Program that matches your contributions (up to 5%) to an RRSP or TFSA.
- **Support through Transitions.** You will be supported through life's moments and transitions, big or small, including top-up for parental leave for both biological and adoptive parents.
- **Create Lasting Community Impact.** *98% of Urban Systems employees believe that the work we do is important. Join a team of like-minded leaders and work together to bring impactful community projects to life!*

## How to Apply

If this describes your background, skills, and attributes, please visit our website for more information and submit your resume and cover letter. If it doesn't describe you exactly, but you feel you are well suited to this opportunity, we encourage you to apply.

Urban Systems is an equal opportunity employer. We strive to create an inclusive culture for all employees. Our clients come from all walks of life, and so do you. We believe that diversity and unity amongst our teams leads to building vibrant communities.

Deadline for applications: **Monday, January 26, 2026, at 9:00 am PST**