



JOB POSTING: Project Coordinator & Fisheries Liaison - BC Canada

Location: Prince Rupert, BC

Start Date: October 1st, 2021 or as soon as filled

Duration: Permanent PTE or FTE

Compensation: Commensurate on experience

Terms of Employment: A full or part time position will be based on 3-5 days per week (candidate can negotiate which is preferable). This position includes enrollment in an excellent dental and health care benefits program.

Position will be housed in Prince Rupert, BC. Remuneration is semi-monthly. Travel and miscellaneous expenses, as required for job performance, are compensated according to the organization's policy manual.

Background

Teem Fish Monitoring (Teem Fish) is a federally designated fisheries monitoring service provider who combines best-in-class technology with deep fisheries expertise to deliver reliable electronic monitoring (EM) systems, round-the-clock service, and accurate, verifiable data.

Teem Fish provides technical support and on-vessel services to the Area A Crab fleet's EM program. The Area A Crab fleet is currently composed of 35 licences which fish the waters of Hecate Strait, Haida Gwaii and the Goose Bank. The EM systems used in the Area A Crab fishery consist of the hardware and software necessary to collect data from video cameras, GPS, RFID tag scanners and hydraulic pressure sensors to monitor vessel movements and fishing activity.

About the Position

The Project Coordinator will work with the current EM Technician out of our Prince Rupert office. The successful applicant should have an eagerness to learn, interest or experience with computers and/or electrical systems and are equipped to work outdoors in variable weather conditions.

Technical Duties

- Assist on pre-install/EM introduction discussions with fishermen newly interested in the program
- Assist with retrieving collected data from on-board EM systems
- Assist in uploading data and performing initial data quality checks
- Attend vessel visits for hardware upgrades/troubleshooting and vessel installs as needed.

- Assist in the repair and maintenance of electronic sensor equipment

Project Coordinator Duties

- Documenting and tracking all data retrieval and delivery
- Responsible for fielding calls on the tech line during daytime hours. Which will involve fielding incoming calls from fishermen, scheduling EM technician vessel visits and remote hardware troubleshooting as needed
- Work with technicians to maintain a running list of all inventory (monthly check ins) and notify Operations Manager when equipment orders are needed
- Manage all service records of EM technician time and equipment installed
- Check-in with vessels and organize system upgrades

Requirements

For this position, applicants should have excellent organizational and communication skills, and some technical aptitude is recommended but not required, as technical training will be provided. This position will require work on fishing vessels, therefore, the ability to climb on and off of fishing vessels and access to a vehicle are required.

Teem Fish have developed COVID protocols to ensure all staff and vessel captains and crew are safe while on-board fishing vessels.

Qualifications

- Proficiency with computers in general
- Experience with Microsoft Excel, Google Sheets or similar spreadsheet applications
- Good time management and organizational skills
- Work well under pressure
- Access to a vehicle and a valid BC Driver's license.
- Physical fitness level to install EM equipment, lift totes of equipment and climb ladders to board fishing vessels
- Knowledge of and/or experience working fisheries and the marine environment
- Ability to work independently with a high level of self motivation as well as the ability to take direction from managers and be a team player
- The ability to communicate in Vietnamese is an asset

To Apply

Please submit a cover letter and resume by **September 30th, 2021** outlining how you meet the desired qualifications by email to **amanda@teem.fish**.

We encourage all interested parties to apply. Only short-listed applicants will be contacted for an interview and will be asked to provide references.