

**Position:** Commissioning Assistant/ Jr. Project Manager

**Location:** Serving South Western Ontario, from our headquarters in Ancaster, Ontario

**About The Company:** CFMS-West Consulting Inc. delivers expert commissioning of building systems. We commission large construction and renovation projects and provide re-commissioning or retro commissioning services for existing buildings. Since our incorporation in 2004, CFMS-West has provided commissioning services for a wide variety of buildings including; art galleries, theatres, airports, commercial headquarters, data centres, educational facilities, libraries, government buildings, hospitals, long-term care facilities, recreation centres, emergency service facilities and more.

**About The Opportunity:** CFMS-West is currently seeking a **Commissioning Assistant/Intern** to grow with our team of professionals, located at our Ancaster, Ontario office. The successful candidate will demonstrate a developing understanding of mechanical systems, electrical systems and building automation systems, necessary for the multi-disciplinary demands of our projects. The Commissioning Assistant/Intern will support the delivery of comprehensive commissioning services for new and existing buildings.

As a valuable member of the CFMS-West team, the successful candidate will benefit from our mentorship program, learning through collaboration with our skilled team members, dedicated to sharing their expertise, vast technical knowledge and practical experience with teammates.

### Primary Responsibilities

- Review design and construction drawings for a broad range of energy efficient and sustainable buildings
- Assist with the development of specifications and test forms for various mechanical and electrical building systems
- Attend/witness functional performance testing and training
- Participate in construction meetings
- Assist with office based project duties including scheduling, preparing plans, preparing test forms, reviewing system shop drawings and control shop drawings and reporting

### Qualifications

- Post-Secondary education in Mechanical/Electrical Engineering and/or Building Automation Systems (Diploma or Degree accepted)
- Related work experience (co-op training)
- Knowledge of HVAC controls industry considered a definite asset
- Experience or certification in Measurement & Verification, Energy Audit or Energy Management considered a definite asset
- Experience with AutoCad an asset
- Knowledge of various aspects of the construction industry
- Possess knowledge of energy efficient building practices
- Strong technical writing, communication skills and problem solving skills
- Familiarity with LEED projects and commissioning
- A committed team player and self-starter

Qualified candidates are encouraged to submit a resume: [info@cfmswest.ca](mailto:info@cfmswest.ca)