AltaGas – Mechanical Maintenance Coordinator, RIPET

Location: Prince Rupert, BC
Salary: $110,000 – 138,000/ year
Schedule: Monday to Thursday – 10 hours per day
Safety Sensitive: Yes

AltaGas is seeking a Mechanical Maintenance Coordinator to support our RIPET Terminal Operations team! This role will oversee and coordinate day-to-day maintenance activities and plan for specific maintenance jobs at the RIPET facility. The facility includes natural gas power generation, screw compressors, pumps, ariel coolers, rail loading racks and marine load arms. The Maintenance Coordinator will work closely with Operations, Engineering, and external service providers to ensure safe, reliable, and efficient terminal operations.

Your primary focus will be to ensure all work aligns with AltaGas' Core Values: safety, collaboration, integrity, inclusion, and learning. This role requires strong technical expertise, planning skills, and the ability to coordinate internal and external resources to maintain safe and reliable operations.

You Will:

- Plan maintenance jobs in a safe and organized manner following AltaGas' control of work process (both corrective and preventative maintenance).
- Daily coordination of on-site maintenance activities.
- Construction management of small maintenance projects.
- Assist and lead troubleshooting when facility equipment is down.
- Create and update maintenance procedures.
- Assist with procurement of materials, tools, and service providers.
- Coordinate and oversee maintenance service providers while onsite.
- Liaise with Operations (Permits, Equipment outages, Safety).
- Create and update preventative maintenance plans.
- Manage parts and consumable inventories.
- Work with Engineering and Operations on facility designs, issues, and process upsets.
- Coordinate maintenance work orders through facility Maximo system.
- Create and close maintenance work orders.
- Participate and lead pre-job and morning maintenance meetings.
- Oversee facility shipping/receiving and warehouse operations.
- Develop and administer the maintenance weekly schedule.
- Turnaround and project management experience is an asset.
- Solid understanding of process equipment including compressors, pumps, molecular sieve, and associated LPG operations equipment.
- Demonstrated ability to coordinate and prioritize multiple activities.
- Familiarity with asset management work processes.

You Have:

- High School Diploma or equivalent.
- 5+ years of industrial maintenance experience (oil and gas preferred).
- Journeyman Trade Ticket.
- Experience in planning and coordinating electrical, instrumentation, and mechanical maintenance.
- Leadership and supervisory experience.
- Strong time management skills and ability to work independently.
- Experience with a computerized maintenance management system (CMMS) such as Maximo.

Compensation

This position offers a competitive base salary of $110,000 - $138,000/ year, based on experience, education, and skills.

To Apply

Contact Christa Simonds at christa.simonds@altagas.ca.