

Position Title: Shop Hand
Position Type: Full Time Permanent
Position Location: SE Shop Location (COE): Calgary, Alberta
Reports to: MWD Shop Manager

Position Overview

The Shop Hand is responsible to maintain Pacesetter's state-of-the art warehouse and the day-to-day operations of Pacesetter's Measurement While Drilling (MWD) facility. The Shop Hand will maintain/fix any issues with the MWD kits & components and update the MWD Shop Manager with what tools or kits are available for use in the field.

Responsibilities

- Servicing and inventory of mud pulse kits and equipment
- Testing failed components from the field (transducers, RFD's, laptops)
- Providing hot shot service to the field by running tools and equipment out to job sites; additional compensation provided for each hot shot
- Filling out parts orders and updating PRIME (Pacesetter's proprietary online data/tracking system)
- Maintaining warehouse and lab space for cleanliness and efficiency in operations
- Running errands for the shop (pick up orders from suppliers, Greyhound, Air Canada, etc.)
- After hours on call for shop
- Other duties as required to maintain the shop and ensure we are providing top-notch customer service to our clients

Education, Experience, Technical Qualifications

- High School diploma required
- Experience in a warehouse or shop environment would be a definite asset
- Valid driver's license

Additional Skills

- Proven strong customer service focus.
- Strong communication skills (verbal & written)
- Strong attention to detail and organizational skills
- Ability to work independently and prioritize tasks
- Positive attitude; willingness to do what is needed and accommodate fluctuating activity levels

If you are interested in applying for this position, please send your cover letter and resume with the subject line "Shop Hand Position" to careers@pacesetterdirectional.ca