

EARTHWORKS COORDINATOR

Location: Calgary, Alberta

Status: Full Time, Permanent Position

Date Posted: July 10, 2026

About Us

Birchcliff Energy Ltd. ("Birchcliff") is an intermediate oil and natural gas company based in Calgary, Alberta that is engaged in the business of exploring for, developing and producing natural gas and liquids. All of Birchcliff's assets are located in Alberta, where it is focused on the Montney/Doig Resource Play. Birchcliff's vision is to be an industry-leading producer of profitable and sustainable natural gas and liquids, with the objective of increasing shareholder value over the long-term.

Birchcliff has a strong record of success, built on the belief that our people are our best asset and supporting by a great corporate culture.

What We Offer

Birchcliff provides a competitive total rewards package designed to support employee well-being and long-term career growth.

- Competitive base salary and bonus/incentive opportunities
- Comprehensive health, dental and wellness benefits
- Employee Share Purchase Program and Financial Wellness Incentive
- Stock Options
- Dependent Tutoring and Scholarship Programs
- Generous vacation and time-off policies
- Opportunities for professional development and career advancement

Role Summary

In collaboration with the wider Asset team, the successful candidate will be responsible for planning and overseeing all aspects of wellsite, pad site, and road design and construction. This role ensures projects are optimized across all lifecycle phases, including simultaneous drilling and production operations, while maintaining full compliance with applicable regulatory requirements.

Key Responsibilities

- Collaborate with multidisciplinary teams to select and survey optimal surface locations in alignment with development plans.
- Lead the procurement of construction services, including preparing bid packages/RFPs, and supporting contractor selection, negotiation.
- Oversee lease construction operations, providing clear and timely updates to key stakeholders.
- Support Operations teams with road and lease maintenance and repairs.
- Manage sustaining capital projects, including road and lease improvements and watercourse crossing remediation.
- Contribute to SIMOPS planning, scheduling, and logistics to support safe and efficient operations.
- Identify and champion opportunities to improve planning, execution efficiency and cost performance.
- Execute projects in compliance with all applicable provincial, federal, and AER regulations.
- Coordinate and manage Birchcliff field representatives and vendors in accordance with Health, Safety, and Environmental policies.

Education, Skills & Abilities

- 5–10 years of relevant experience in lease construction planning.
- Project or Construction Management certification considered an asset.
- Degree or diploma in Environmental Sciences is an asset.
- Strong understanding of applicable acts, codes, and regulations, including AER requirements.
- Proven experience managing field-based projects and contractors.
- Proficiency in Microsoft Office (Word, Excel, Outlook), MS Project.
- Strong communication, interpersonal, and presentation skills.
- Ability to work independently while contributing effectively within a team environment.
- Demonstrated adaptability and ability to manage shifting priorities.

Application Process

Interested applicants who meet the criteria's outlined above are invited to submit their resume to careers@birchcliffenergy.com with the description "Earthworks Coordinator" in the subject line of the email.

Birchcliff thanks all applicants in advance for their submissions; however, only those applicants selected for an interview will be contacted.