

# HEATH & SHERWOOD (1964) LIMITED

Box 340, Kirkland Lake, Ontario, Canada P2N 3J2

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[www.heathandsherwood.com](http://www.heathandsherwood.com)



## **Engineering Project Supervisor**

### **Mineral Processing Products & Sampling Systems / Smelting Products**

**Heath & Sherwood (1964) Limited** designs, manufactures, and sells mineral processing and smelter related equipment based in our main office in Kirkland Lake, Ontario. Kirkland Lake is a small mining community in picturesque Northeastern Ontario, with a population of 10,000. The town offers a great deal to its residents including numerous service and recreational groups, providing residents with the same amenities available in larger urban centers. Surrounded by Canada's beautiful Boreal Forest, Kirkland Lake boasts easy access to skiing, snowshoeing, and hiking trails, as well as numerous areas to hunt, fish, and explore.

In addition to our main Kirkland Lake office, we have a sales office located in Mississauga, Ontario and are a direct affiliate with ConSep Pty Ltd of Australia. [www.consep.com.au](http://www.consep.com.au) We also have agents in India, Mexico, China, Chile, and Italy. These partnerships allow us to maintain a competitive global presence, servicing our customers in over 65 countries.

The Project Supervisor will utilize resources from within the company, and as required from outside contractors, to complete jobs generated through purchase orders and complete requests for technical information by our sales and marketing group.

Each individual project varies in complexity, with order values ranging from \$10,000 to \$1,000,000; the successful candidate will be expected to manage all projects with precision and care.

Project Management & Supervisor may include, but is not limited to, the following:

- producing general arrangement and proposal drawings
- drawing detailing
- project procurement
- reviewing all project documentation
- chairing project kick-off meetings
- advising sales of changes or problems affecting scope, price, or delivery
- communicating with production, engineering, and customers
- assisting sales in initial bid preparation
- reviewing specifications for conformance or exceptions
- project documentation control and QA
- mechanical, electrical, and fluid power design
- new product design from concept through to marketing
- provide technical support to customers
- implementing and supervising product improvements
- onsite commissioning and installation supervision

The ideal candidate will be a recent graduate or in a junior mechanical engineering or technologist position. The self-motivated independent worker will be familiar in Inventor/AutoCAD, spreadsheets, and word processing. Excellent communication and interpersonal skills are required. Both domestic and foreign travel, in a smelting, mineral processing environment, will be occasional requirements of the job.

Salary package is made up of base salary, benefits, and potential profit sharing based on the years profitability and employee performance. Only candidates selected for an interview will be contacted.

Please forward your resume including references to  
Heath & Sherwood (1964) Limited  
Box 340, Kirkland Lake, ON. P2N 3J2,  
to the attention: Human Resources

Or Email: [info@heathandsherwood.com](mailto:info@heathandsherwood.com) / Fax 705 568 8545

See us @ <http://heathandsherwood64.com/contact/careers>