

KEYERA

## KEYERA CAREER OPPORTUNITY

### Training & Competency Coordinator

Fort Saskatchewan Facility

COMPETITION NO:	0004863
POSTING EXPIRES ON:	February 22, 2019
REPORTING TO:	Plant Director
ROLE DURATION:	Permanent, Full-time

#### THE POSITION

Keyera is currently seeking a Training & Competency Coordinator to join our growing Fort Saskatchewan Team. This exciting new role will design, implement and manage the learning and development curriculum for the facility.

The key areas of focus are around Operational Excellence, Operations & Maintenance Teams, and ensuring the groups are aligned at the facility. In addition, there will be a close relationship with Keyera's Corporate Training Team in Calgary.

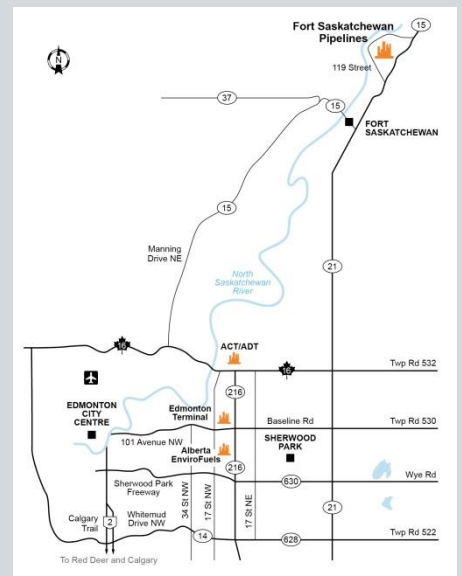
#### THE CANDIDATE

- You get people and know what it takes to create a great learning experience for the leadership team and employees.
- You are personable, productive and professional with a post-secondary degree, certificate or diploma in adult education.
- You have a passion for training and strive for your clients to apply their learning to their roles.
- You listen to understand – you listen with the intent to understand and not just reply to the team.
- You are comfortable engaging internal and external stakeholders to support the department.
- You have a process to select the appropriate external vendors to work with facility leaders.
- You are detail orientated, well organized and can manage a portfolio of work with little supervision.
- You have functional knowledge building a foundation to support Training within an organization.
- You build relationships and communicate with vendors to plan, schedule and communicate and measure all learning opportunities.
- You enjoy planning, developing and measure all learning and development programs in partnership with operations.
- You ensure all learning has a clearly defined purpose, measurable goals and is able to be evaluated and adjusted, as needed.

#### ABOUT THE FACILITY

Keyera's Fort Saskatchewan facilities include an NGL processing plant, storage facilities and four pipelines connecting to the Edmonton Terminal. The NGL processing plant receives NGL feedstock from various sources and splits the NGL mix into saleable products. The storage facilities consist of underground storage caverns and surface storage that holds NGL mix feedstock and specification NGLs. The pipeline system transports NGL mix to the Fort Saskatchewan facilities and saleable specification NGLs from these facilities, as well as other NGL processing and storage facilities in the area, to the Edmonton Terminal for distribution to markets and export rail, truck and pipelines.

#### LEARN MORE





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## THE AREAS OF FOCUS IN THIS ROLE INCLUDE

### Learning and Development

- Facility owner and administrator of the Keyera Fort Saskatchewan CMDS program.
- Work with the Corporate CMDS Group to aid in the development and roll-out of new initiatives.
- Identify learning and development needs and prepare annual plans in conjunction with the site Leadership team and their respective departments.
- Develop plans that can be easily integrated into current ADR (Annual Development Review) system.
- Organize and coordinate training courses, evaluate training provided and communicate with vendors.
- Training on OEMS, CSOPs, Regional Standards and Operational and Maintenance Development Programs.
- Coaching and Training of Staff.

### Progression

- Document owner of the Operations and Maintenance progression and admin guidelines.
- Lead Process Operator and Maintenance Progression Guideline revisions.
- Integrate Process Operator progression training and refresher training into the CMDS system to enable tracking and accountability.
- Ensure Operator competency by supporting the Operations and Maintenance progression.
- Validate training material, instruction and validation of competency through examinations and skills assessment.

### Procedures

- Coordinate Operations and Maintenance Procedure review process.
- Ensure Operations and Maintenance Procedures are in alignment with the Operational Excellence Standards protocol.

## APPLY NOW

If you are interested in an opportunity to join a winning culture that fosters innovative thinking, open communication, integrity, and mutual respect then please submit your resume to : [careers@keyera.com](mailto:careers@keyera.com) by **February 22, 2019**.

**Please quote competition number and job title in the subject line when applying.**

We thank all applicants for their interest; however, only those considered for an interview will be contacted.

## REWARDS AND BENEFITS

Keyera is committed to being an employer of choice and strives to offer a well rounded total compensation package combined with a comprehensive benefits program designed to ensure the health and well-being of our employees and their families.

Our comprehensive total compensation package includes:

- a variable pay program tied to corporate and individual performance;
- a flex credit pool that can be allocated to suit your individual and family circumstances;
- A personal fitness account;
- Eight flex days and two paid community services days;
- And an employee assistance program for confidential and professional assistance to help you and your family.

## PROUDLY NAMED



## LEARN ABOUT OUR BUSINESS



SAFETY



CULTURE



DEVELOPMENT



MIDSTREAM 101

