

SHOP ASSISTANT / COORDINATOR JOB POSTING

We are actively seeking a motivated Shop Assistant / Coordinator to join our team. This position will support the Drilling Operation Manager and drill crews on daily tasks, such as vehicle, drill tools and equipment maintenance, shop organization, supply management, equipment/tools deliveries and pickups, and occasional field support to the drill crews. This position offers opportunity to grow through professional development and on-the-job training.

If you are passionate about progress, learning, collaboration, and teamwork, connect with us at info@ykdrilling.com.

Position Requirements:

Education & Experience:

- High school diploma or equivalent (minimum)
- 2 to 3 years of experience in construction industry or equivalent Technical Education
- Experience in welding, carpentry, or auto-maintenance / repair (preferred but not required)

Licenses & Registrations:

- Valid US Driver's license and able to obtain vehicle insurance.
- Company-paid training required within 3 months of hire:
 - First aid, CPR, 10-hour OSHA

Physical Demands:

- Lift and move items that weight up to 50 pounds, and perform various tasks that require moderate physical exertion (e.g. handling drilling tools and equipment, etc.).

Other Expectations:

- Ability to obtain security clearance to access government restricted areas.
- Flexibility to start work early and/or finish work late; work more than 8 hours per day and/or 40 hours per week; and/or work on night shifts, weekends and holidays.