



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Link's Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:
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Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/05/02

Project Support Student

Job ID	556358200-3698	
Web Address	https://careers.indigenous.link/viewjob?jobname=556358200-3698	
Company	Suncor	
Location	Mississauga, Ontario	
Date Posted	From: 2019-05-13	To: 2050-01-01
Job	Type: Full-time	Category: Resource Sector

Description

LOCATION: Mississauga, Ontario (CA-ON)

JOB NUMBER: 28302Why you should join us:Student positions (including co-ops and interns) at Suncor are more than just a work term. They provide you with significant and meaningful work experiences to help enable you to figure out where you want your career to go – better yet, many of our students go on to become permanent Suncor employees after they graduate! You will work side-by-side with some of the most talented people in the energy industry, and your work assignments and mentoring will offer you outstanding academic and career growth.You will work with the Portfolio Management or Project Management office team to provide support to improve the delivery of Digital &Enterprise Technology Projects. The main activity will be to assist project management activities as required to ensure projects run expertly and effectively as planned following set best practices/policies. You will use your expertise to:Participate on project teams or governance activities as required (e.g., note taking, coordination, planning, alignment as required)Provide support to PMs in project financial manage (e.g., submission of accruals, forecast development, invoice monitoring, etc.)Become competent in all project processes to be able to assist with project documentation as required (e.g., preparing stewardship reports, updating plans, resource management etc.)If required, conduct project data analysis to unravel information, solve issues and pull out key insightsCoordinate meetings, including planning the agenda topics, ensuring meeting logistics are established, capturing and distributing subsequent meeting notes etc.

We’d like to review your application if you have…Must-haves (minimum requirements):Current enrolment in a formal bachelor of business administration or commerce co-op program at an accredited post-secondary institution, and returning to full-time studies after the work term(Attach your transcripts with your application and indicate your work term availability)Alignment with our values of: safety above all else, respect, raise the bar, commitments matter and do the right thing

Preference for:Student studying computer science or management information systems or a similar program

Where you’ll be working, your work schedule, and other meaningful information:You will work out of our Downstream head office in Mississauga, located at 2489 North Sheridan WayThis is a 8 or 12-month work term, starting in September 2019

Why SuncorStart your career at Canada's leading integrated energy company with a business portfolio that includes oil sands development and upgrading, offshore oil and gas production, petroleum refining, and product marketing under the Petro-Canada brand. Our global presence offers rewarding opportunities for you to learn and grow in a variety of career-building positions. We live by the value of safety above all else – do it safely, or don't do it. Our strong track record of growth and a focus on sustainability mean tremendous potential for the future. Learn about our mission, vision and values.Stay connected to us:

- Follow us on LinkedIn, Facebook and Twitter for the latest job postings and news
- Join our Talent Community and sign up to receive customized job alerts
- Read our Suncor Connections newsletter to see what we’re doing in the communities we live and work in

We are an equal opportunity employer and encourage applications from all qualified individuals. We are committed to providing a diverse and inclusive work environment where every employee feels valued and respected. We will consider accessibility accommodations to applicants upon request.Please note that our job postings are typically open for two weeks, so don't delay, apply now.JOB CATEGORY: Students & New Grads

For more information, visit Suncor for Project Support Student