

VACANCY PLANNER/SCHEDULER

CCC Group is an internationally ranked general contractor providing a broad scope of construction, maintenance and fabrication services to various industrial markets throughout the U.S. and in select foreign regions like the Caribbean.

We are dedicated to performing work to the highest standards coupled with striving to exceed our clients' expectations to deliver solutions based on our expertise backed by superior safety and quality principles. Through our regional office in Suriname, we successfully carry out several construction projects for the local and regional market with the highest management, quality and safety standards.

Job Summary:

Develop and maintain detailed resource-loaded schedules of Design/Build construction projects using MS Project 2016 or similar software. Work in collaboration with the project management team to drive consistency of the project scheduling approach to facilitate accuracy in project execution and reporting. Troubleshoot and monitor potential scheduling problems. Maintain accurate records/paperwork.

Required Knowledge and Skills:

- Intermediate to advanced knowledge of MS Excel.
- Ability to read and understand engineering drawings and customer inquiry documents is essential.
- Creative and innovative with assignments. Demonstrate flexibility and adaptability in work style to better respond to multiple requests/tasks and handle sudden changes in priorities. Able to embrace and participate in change initiatives.
- Able to develop and deliver a clear and concise presentation when required.
- Self-Directing – Able to work towards specific goals and objectives with limited daily oversight
- And highly motivated.

Required Competence Level:

- University degree in Engineering or equivalent is preferable.
- Or at least a Technical Highschool Diploma (NATIN-AMTO) with knowledge and experience in the requested field
- Fluent in the English language (Speaking, Listening, Reading, Writing) is required.

Company Compensation:

- Attractive salary and benefits compatible to the local market.
- Opportunity to career growth and development.

Send your cover letter and resume to: CCCHRSuriname@cccgroupinc.com or to P.O. Box 1243 Paramaribo, Suriname. Call for info: (+597) 323400 ext. 2857