



The ***Nuclear Waste Management Organization*** is responsible for the safe, long-term management of used nuclear fuel in Canada. The approach it is implementing, known as Adaptive Phased Management (APM), involves developing a centralized underground repository, supported by a robust social and technical research program in collaboration with Canadian universities, consultants and international waste management organizations.

Join our growing team of scientists, engineers and other professionals to work collaboratively with Canadians in implementing our management approach in a manner that safeguards people and respects the environment, now and in the future.

**DEVELOPMENTAL ENGINEERING
SUMMER STUDENT OPPORTUNITY (Teamcenter Support)**
(One position available)

WORK ACTIVITIES:

This position is in the Engineering group providing support to importing legacy design documentation from its current location on NWMO shared drives to Teamcenter Configuration Management system.

The successful candidate will:

- Provide support to the engineering group in importing legacy design documentation from its current location on NWMO shared drives to Teamcenter.
- Design documents includes engineering calculation, design requirements, engineering specifications, engineering drawings etc. Link supporting documentation like comments and disposition sheets, verification checklists etc. and reference documents to the associated design document in Teamcenter.
- Assign Release status to the legacy document (which are already issued in SharePoint) in Teamcenter once the process of importing and populating of pseudo folders in Teamcenter is completed. If required, provide support to APM engineering group in importing legacy 3D SolidWorks data in Teamcenter. For APM project, there are approximately ≥ 50 design documents, which are required to be imported in Teamcenter. For OPG's L&ILW DGR project, there are approximately > 250 design documents, which are required to be imported in Teamcenter.

Provide support in revising and updating the following existing Teamcenter user manuals:

- Document Management Module user manual;
- Engineering Change Control Module user manual; and
- Records Management user manual.

This task will involve a detailed review of the existing manuals to ensure all instructions steps and supporting snapshots are recent. Current instructions may be required to be rewritten or new instructions to be added. This task also involves creation of one page handouts (estimated 5-7 different handouts) for key repetitive functions that are performed in Teamcenter by various roles.

Based on previous summer term experiences, the student hire gets very proficient with Teamcenter in a short time and provides adhoc support to NWMO Teamcenter users in absence of the Teamcenter leads. This will be the expectation for the 2017 summer term hire also.

STUDENT QUALIFICATIONS:

It is recommended that a student in a university Engineering program, (preferably completed 2nd or 3rd year). Candidates with successful previous placements of a similar nature will be preferred. The following skills will also be an asset:

- A quick learner, proficient with standard MS Office computer programs;
- Working knowledge of Solidworks and AutoCAD computer aided design tools;
- Can work independently, with minimal supervision;
- Mentoring and required Teamcenter training will be provided by NWMO;
- Proficient oral and written communication skills.

EMPLOYMENT PERIOD:

4 months – Summer Term; May 1, 2017 - August 31, 2017

The NWMO supports the principles and practices of diversity and is committed to providing a respectful, accessible, and inclusive environment for all persons with disabilities in a way that is respectful of the dignity and independence of people with disabilities and in a manner which takes into account the person's disability and embodies the principles of integration and equal opportunity. The NWMO will provide accommodation to applicants with disabilities. If you require accommodation, please [Contact Us](#).

Please submit your application via e-mail quoting **Developmental Engineering Summer Student Opportunity (Teamcenter Support)**, to: Employment@nwmo.ca