

Career Opportunity- Scheduler, Maintenance

Application closing date: Oct 12, 2026

About Neptune

Neptune Bulk Terminals (Canada) Ltd. is a leading bulk material export facility located on the North Vancouver waterfront. We are a leading employer on the waterfront, offering competitive compensation, a strong benefits package, and a safe, inclusive work environment. Take your career to the next level and join an amazing team dedicated to operational excellence and continuous improvement.

Position Overview	
Position Title	Scheduler, Maintenance
Department	Asset Management- Maintenance- Planning & Scheduling
Location	North Vancouver, full time, on-site
Employment Type	Permanent
Job Grade	4
Reports to	Planning Superintendent
Schedule	5on 2off, Mondays to Fridays, 8 hours per shift
Overtime Eligibility	Overtime eligible

Key Responsibilities
• Develop, manage, and maintain daily, weekly, and monthly schedules for preventive, corrective, and predictive maintenance activities. • Coordinate with maintenance planners to ensure all required parts, materials, labor, and equipment are available for scheduled work. • Prioritize maintenance work based on equipment criticality, operational demands, and safety considerations. • Collaborate with operations teams to schedule maintenance tasks in a way that minimizes disruption to terminal operations and production schedules. • Monitor and adjust schedules as necessary to account for changes in priority, availability of resources, or emergent maintenance needs. • Ensure timely completion of all scheduled maintenance activities, tracking progress and resolving any scheduling conflicts. • Update and maintain the Computerized Maintenance Management System (CMMS) with accurate and up-to-date scheduling information. • Track and report key maintenance scheduling metrics, such as schedule adherence, equipment downtime, and work order completion rates. • Work closely with the Lead Planner, Maintenance to integrate the maintenance schedule with long-term operational and project plans.

- Participate in daily and weekly planning meetings to review progress, identify potential issues, and adjust schedules as needed.
- Support the development and execution of major maintenance events such as shutdowns or turnarounds, ensuring proper sequencing of tasks and resource availability.

Qualifications and Skills

Education	Diploma or bachelor's degree in engineering or maintenance related courses.
Experience	Minimum 3 years of scheduling experience in a heavy industrial setting or in the waterfront industry. 3-5 years of experience is preferred.
Skills	• Strong knowledge of maintenance scheduling processes, tools, and best practices in an industrial or terminal environment. • Proficiency in the use of scheduling software and Computerized Maintenance Management Systems (CMMS) such as SAP, Maximo, or similar platforms. • Excellent organizational skills and attention to detail, with the ability to manage multiple priorities and adjust to changing circumstances. • Effective communication and interpersonal skills, with the ability to collaborate with cross-functional teams and contractors. • Ability to analyze scheduling data, identify potential conflicts, and optimize schedules for efficiency. • Strong understanding of maintenance practices, equipment reliability, and safety standards.

Employment Assessment

All candidates will undergo a comprehensive employment evaluation process including:

- Online assessment
- Interviews
- Reference checks
- Criminal record check
- Independent, company-sponsored medical examination (Terminal positions only)

How to Apply (By email or by mail)	
By email	Send your resume and cover letter to jobs@neptuneterminals.com Please use the subject line format: NBT Job Application – [Position Title] – [Your Full Name]
By UKG	Via link
Closing date	Oct 12, 2026
We thank all applicants for their interest; however, only those selected for interviews will be contacted.	

Equal Opportunity Employment

Neptune Bulk Terminals (NBT) is an equal opportunity employer that provides a work environment free from discrimination and harassment. All employment decisions are based on qualifications and job requirements, without regard to race, national or ethnic origin, color, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, genetic characteristics, disability, or any other protected status.

If you require accommodation during the recruitment process, please contact ylo@neptuneterminals.com with the subject line 'ACCOMMODATION REQUEST.' All accommodation information will remain confidential.

Posting Date: Sep 28, 2026	Req ID: RQ077-AM-MT-2
Closing Date: Oct 12, 2026	Posting ID: JP077-AM-MT-2