

Job Posting:174904 - Position: S26 IT Transformation Coordination Student 174904B

Co-op Work Term Posted:	2026 - Summer
App Deadline	11/06/2025 09:00 AM
Application Method:	Through Employer Website
Posting Goes Live:	10/30/2025 11:28 AM
Job Posting Status:	Approved

ORGANIZATION INFORMATION

Organization	BURNCO Rock Products Ltd
City	Calgary
Province / State	AB
Country	Canada

JOB POSTING INFORMATION

Placement Term	2026 - Summer
 Job Title 	S26 IT Transformation Coordination Student 174904B
Position Type	Co-op Position
Job Location	Calgary, AB
Country	Canada
Duration	4 months
Work Mode	Hybrid
Salary Currency	CAD
Salary	0.0 per hour for 0 Major List
Job Description	

Requisition Number: SUMME003175

Posted: October 20, 2025

Locations: Calgary, AB T2E8N4, CAN

Job Details

Description

Are you currently pursuing a Bachelor's or Master's degree in Business or IT, with a desire to gain meaningful work experience?

Do you have an interest in digital transformation, project management, and business analysis? We are #hiring a Digital

Transformation Student for a 4-month work term commencing May 2026, based out of our Calgary head office. If you are an ambitious self-starter with a good understanding of business acumen, we want to hear from you!

You will focus on supporting project management and business analysis across Ready Mix, Aggregate, and Asphalt technology streams, providing valuable hands-on experience in operations-driven IT functions. With your strong communication and analytical skills, you will work collaboratively with cross-functional teams and build invaluable skills. This role offers hands-on experience in technology projects that shape operations, enhance customer experience, and inform executive decisions-perfect for a driven self-starter who thrives on collaboration and solving complex problems.

What you will be doing

- Support project management activities by creating and maintaining project plans, coordinating stakeholders, managing change, and logging risks and issues

- Conduct business analysis, including GAP analysis, process flowcharting, and building functional and non-functional requirement documents
- Assist with technology implementation by supporting user acceptance testing, onboarding users, gathering feedback, and documenting lessons learned
- Engage in self-improvement through regular communication of goals, documenting experiences, and participating in weekly check-ins

Location and other key details

- This is a 4-month temporary position commencing May 2026, based out of our Calgary head office: 5055 11th St NE, Calgary, Alberta
- The hours of work will be Monday to Friday, 40 hours per week

Why BURNCO?

- Be part of a supportive, high-performing team that values your growth and success
- Gain hands-on experience with opportunities for learning and development
- Enjoy competitive compensation
- Experience our inclusive, collaborative, and safety-focused culture

Job Requirements

What we would like from you

- Currently pursuing a bachelor's or master's degree in IT or Business
- Proficient with Microsoft Office suite, including Excel, Word, Outlook, Teams, Visio, MS Planner / Projects, and PowerPoint
- Excellent communication and interpersonal skills
- Driven with a strong work ethic and business acumen
- Self-starter with the ability to work independently and collaborate with large, diverse teams
- Strong analytical and problem-solving skills
- Knowledge or experience related to the Ready-Mix Concrete industry, truck telematics, invoicing software, time capture, or API integrations is an asset

Citizenship Requirement N/A

APPLICATION INFORMATION

Application Procedure Through Employer Website

Special Application Instructions

Application Link: <https://recruiting.ulipro.ca/BUR5000BURN/JobBoard/3fa0ebc6-9755-41a2-ad6b-3582c72bb807/OpportunityDetail?opportunityId=16f06d6a-d074-4165-a2ae-bbb4afaf6500>

Please click the "I intend to apply to this position" button on SCOPE and also submit your application via the employer's website.

Applications are accepted on a rolling basis and the posting may be expired at any time by the employer as submissions are received.

Students should submit their applications as soon as they are ready.