

Job Title: Summer Student - Canada

Make what you do matter.



Summer Student - Canada

Location: Various Locations
Employment Type: Summer Student Full-time
Relocation Eligibility: None

At TransCanada we dream big, think big and do big things. For over 60 years, we've had the vision and scale to deliver big things that matter to the world. From supplying reliable and efficient energy to millions of North Americans with our pipelines, gas storage and power generation facilities, we believe in making big things possible.

TransCanada is looking for Summer Students who are willing to think about the future... and think big.

We emphasize the importance of valuable work for our Summer Students. We are devoted to providing a learning environment where students can gain valuable skills and experiences that contribute to their future careers while also learning about TransCanada's business and culture. The students' responsibilities will be dependent on their team and work location. Some of the possible work responsibilities include but are not limited to:

Specialized Summer Student Roles:

- Research and data entry;
- Updating and compiling reports;
- Assisting project managers, engineers, colleagues, etc.;
- Records management;
- Updating process manuals;
- Working with engineered drawings;
- Stakeholder engagement;
- Analytical duties;
- Other tasks as required.

General Summer Student Roles:

- Painting;
- Lawn/yard maintenance;
- Working with field technicians on maintenance activities;
- Planned inspections;
- Data review/entry;
- Shipping and receiving;
- General clean-up and maintenance duties;
- Administrative duties;
- Other tasks as required.

Please review this document *before* you complete the Summer Student Application.

Important Information:

Application Deadline	01/22/2017
Application Requirements	In order to be eligible for TransCanada's Summer Student Program you must be: <ul style="list-style-type: none"> • At least 18 years of age by May 1, 2017; • Attending post-secondary immediately following the summer work term; • Legally permitted to work in the country that the position is based.
Application Documents	Please attach a copy of your resume and unofficial post-secondary transcripts to your application profile.
TransCanada Locations	You will be required to indicate your preferred work location in the application. TransCanada will be offering Summer Student positions at various locations, including: BC: Cranbrook AB: Airdrie, Athabasca, Crossfield, Crowsnest Pass, Edmonton, Edson, Fairview, Grande Prairie, Hardisty, Lac La Biche, Manning, Medicine Hat, Rocky Mountain House, Stettler SK: Moosjaw, Moosomin, Swift Current MB: Ile-des-Chenes, Manitoba ON: Napanee, North Bay, Ottawa, Thunder Bay, Toronto QC: Les Cedres
Private Application	Given the popularity of our Summer Student Program, the job posting will not be advertised on the general job board at jobs.transcanada.com. Please refrain from distributing this job posting.

Applicants must have legal authorization to work in the country in which the position is based with no restrictions.

Some positions may require background screening including but not limited to criminal checks, medical/drug screening and/or a driver's abstract in order to comply with TransCanada requirements.

Please apply to this posting by 01/22/2017. To apply, copy and paste the following link into a web browser and then click 'Apply':

<https://career8.successfactors.com/sfcareer/jobreqcareerpvt?>

jobId=25641&company=TransCanada&username=&st=DDE8B97B72BFB7A431B43DAAC3074639E22E4F55 Only applications submitted through the TransCanada Careers website will be acknowledged.

Summer Student Application Instructions

Step 1: Access the Job Posting

- 1) Open the job posting
 - a. For opportunities in Canada go to:
<https://career8.successfactors.com/sfcareer/jobreqcareerpvt?jobId=25641&company=TransCanada&username=&st=DDE8B97B72BFB7A431B43DAAC3074639E22E4F55>

- 2) Click 'Apply'



Career Opportunities: Summer Student - Canada (25641)

Req Id 25641 - Posted 11/22/2016 - Summer Student Full-time - [Job Category \(1\)](#) - CA - AB - Calgary

Sign In

English US (English US)

[Job Description](#) [Print Preview](#)

Apply

Save Job

Make what you do matter.



Summer Student - Canada

Step 2a: Create an Account

NOTE: Go directly to Step 2b if you have an existing account

- 1) Click on 'Create an account'



Career Opportunities: Sign In

English US (English US)

Have an account?

Please enter your login information below. Both your username and password are case sensitive.

* Email Address:

* Password:

Sign In

[Forgot your password?](#)

Not a registered user yet?

[Create an account](#) to apply for our career opportunities.

Go Back

2) Complete the respective fields and then click 'Create Account'



Career Opportunities: Create an Account

Sign in English US (English US)

Go Back

Already a registered user? Please [sign in](#)

Login credentials are case sensitive

* Email Address:

* Choose Password: ✓ Password accepted

* Retype Password: ✓ Password matches

* First Name:

* Last Name:

* Country of Residence:

* Terms of Use: [Read and accept the data privacy statement.](#)

3) Complete details in 'My Candidate Profile'

- a. Upload resume and unofficial transcripts (*post-secondary only*)
- b. Add details to the 'More Information' section
- c. Add your primary phone number
- d. Click 'What is your educational background?' to expand the section and then complete the respective fields
- e. Click 'What are your language abilities?' to expand the section and then complete the respective fields
- f. Click 'Save'
- g. Click 'Next'



Welcome, Elvis Presley Sign Out English US (English US)

Home Job Search Job Management Password Management My Profile

My Candidate Profile

Changes saved. Your changes were successfully saved.

ELVIS PRESLEY

Thank you for your interest.

We would like to know more about you. Please add more details about yourself to your Profile.

If you have applied to a job posting, your Profile on the Careers site will be viewable by the recruitment team.

Required fields are identified by a red asterisk *

Elvis Presley's Resume
Last Updated: 11/21/2016

Your Cover Letter is not on file
[Click here to attach your Cover Letter](#)

Data Privacy Statement

What is your work experience outside TransCanada? + Add
There are no items in this section.

What is your educational background? + Add
There are no items in this section.

What are your language abilities? + Add
There are no items in this section.

Are you willing to relocate? + Add
There are no items in this section.

What Professional Designations do you currently hold? + Add
There are no items in this section.

What other certifications and licences/licenses do you have? + Add
There are no items in this section.

Do you have any professional memberships? + Add
There are no items in this section.

Do you have any community/volunteer involvement? + Add
There are no items in this section.

Documents

Other Attachments (e.g., Copies of Certifications, Letters of Reference, etc.) Attach a document

More Information

Usual First Name:

Address:

* Country:

* Province/State:

* City:

Postal/ZIP Code:

Alternate Phone:

Professional Website: Add hyperlink

d

e

c

a

f

g

Step 2a: Sign into Account

- 1) Enter login information and then click 'Sign In'



English US (English US)

Career Opportunities: Sign In

Have an account?
Please enter your login information below. Both your username and password are case sensitive.

* Email Address:
* Password:

[Forgot your password?](#)

Not a registered user yet?
[Create an account](#) to apply for our career opportunities.

- 2) Confirm that the details in 'My Candidate Profile' are current and complete

- a. Upload resume
- b. Add details to the 'More Information' section
- c. Add your primary phone number
- d. Click 'What is your educational background?' to expand the section and then complete the respective fields
- e. Click 'What are your language abilities?' to expand the section and then complete the respective fields
- f. Click 'Save'
- g. Click 'Next'



Welcome, Elvis Presley [Sign Out](#) English US (English US)

[Home](#) [Job Search](#) [Job Management](#) [Password Management](#) **My Profile**

My Candidate Profile

Changes saved. Your changes were successfully saved.

ELVIS PRESLEY

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We would like to know more about you. Please add more details about yourself to your Profile.
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Elvis Presley's Resume
Last Updated: 11/21/2016

Your Cover Letter is not on file.
[Click here to attach your Cover Letter](#)

Personal Information

* First Name: Elvis
Middle Name:
* Last Name: Presley
Phone:
Email:

Work Experience

What is your work experience outside TransCanada?
There are no items in this section.

Education

What is your educational background?
There are no items in this section.

Language

What are your language abilities?
There are no items in this section.

Relocation

Are you willing to relocate?
There are no items in this section.

Professional Designations

What Professional Designations do you currently hold?
There are no items in this section.

Certifications

What other certifications and licences/licenses do you have?
There are no items in this section.

Memberships

Do you have any professional memberships?
There are no items in this section.

Community Involvement

Do you have any community/volunteer involvement?
There are no items in this section.

Documents

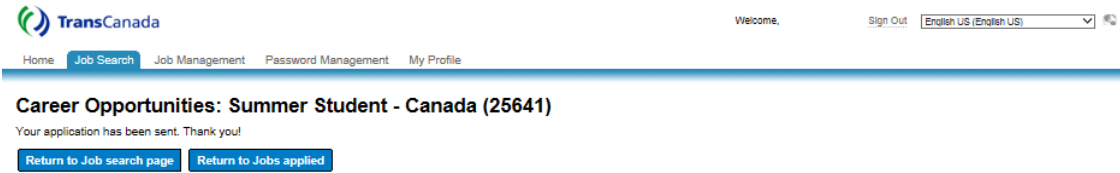
Other Attachments (e.g., Copies of Certifications, Letters of Reference, etc.)

More Information

Usual First Name:
Address:
Country: Canada
Province/State: British Columbia
City: Vancouver
Postal/ZIP Code:
Alternate Phone:
Professional Website:

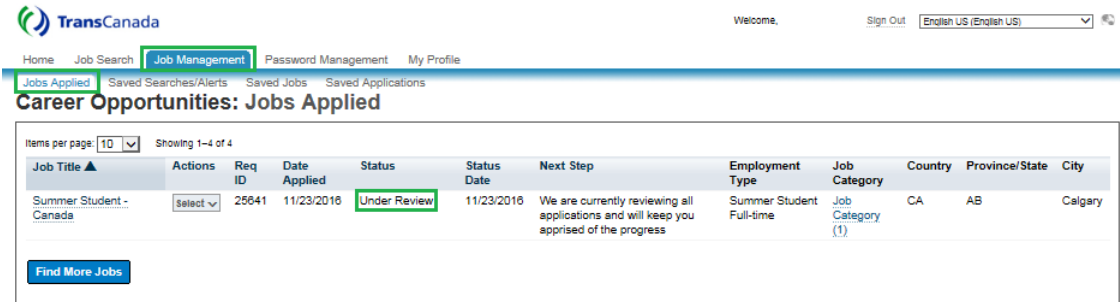
Step 3: Complete Application

- Complete all fields in the application
- Click 'Apply'
- Once your application has been submitted, you will be directed to the 'Job Search' tab



Step 4: Confirm that Application was Successful

- Click on the 'Job Management' tab and then the 'Jobs Applied' tab to confirm that you have successfully completed the application
- Upon successful completion of the application, you will also receive an email from 'TransCanada Talent Management <noreply@transcanada.com>' with the subject line 'Your TransCanada Application'



Optional:

- If you need to make any modifications to your resume or application (or should you wish to withdraw your application) under the 'Actions' header, select the applicable option
- Access to these modifications will be available up until the posting deadline.

