



**Company:** Belluz Concrete and Rentals

**Contact:** Mike Belluz (mikerbelluz@gmail.com)

**Job Title:** Technology and Business Systems Innovation Assistant

**Job Description:** The youth participant will work full-time for 15 weeks on a structured technology-focused project aimed at improving operational systems, data tracking, pricing tools, and digital performance at Belluz Concrete & Rentals.

**Key Responsibilities:**

- Analyze rental and sales data to help build simple performance dashboards
- Assist in organizing and standardizing pricing and margin tracking tools
- Support development of add-on sales tracking systems
- Help improve website content structure and monitor SEO performance
- Research and test practical AI tools to improve marketing and internal workflows
- Document office processes and identify opportunities for efficiency improvements
- Participate in weekly milestone reviews and prepare a final project summary

**Required Skills:**

- Proficiency in Python for data analysis, including pandas, NumPy, and data visualization tools.
- Working knowledge of SQL for querying, aggregating, and managing business data.
- Experience building dashboards or reports using tools such as Excel, Power BI or Tableau.
- Strong analytical and problem-solving skills with the ability to organize and standardize data systems.
- Ability to document processes clearly and communicate technical findings to nontechnical stakeholders.

**Other Information:** The Youth Tech Impact Program requires candidates to fulfill the following requirements:

- Be between the ages of 18-29



Federal Economic Development  
Agency for Northern Ontario

Agence fédérale de développement  
économique pour le Nord de l'Ontario

Canada



- Be legally allowed to work in Canada
- Be living in Northwestern Ontario

**Location of Work:**

The position will be primarily onsite at our Fort Frances, Ontario office.

**While participating with the Youth Tech Impact Program, applicants must be willing to participate in all the program's orientation, learning sessions, peer to peer sessions, retreat and graduation.**



Federal Economic Development  
Agency for Northern Ontario

Agence fédérale de développement  
économique pour le Nord de l'Ontario

Canada