

Project Engineer # 7060

Department: Public Works

Branch: Capital Delivery (TRN)

Location: 17250 Yonge Street Newmarket
ON L3Y6Z1 (Primary)

Status: Permanent Full-Time

Salary \$59.13 - \$64.28 Per Hour
CUPE Local 4900

ABOUT THE ROLE

Reporting to the Project Manager or Senior Project Manager, is responsible for transportation projects and for providing technical support during all stages of transportation projects including delivering, reviewing planning and design documentation, on-site support for inspections, testing and commissioning activities and project closeout documentation.

MAJOR RESPONSIBILITIES

- Provides technical support to management and leads teams during the delivery of transportation infrastructure.
- Prepares and reviews feasibility studies and assessment reports during the Environmental Assessment and planning stage and pre-design reports, cost estimates and design drawings and tender documents during the detailed design stage of projects.
- Reviews drawings and contract change documentation and attends site meetings and site inspections during the construction stage of projects.
- Ensures quality assurance activities to monitor program effectiveness and support continuous improvement efforts with the Department.
- Prepares and reviews project closeout documentation such as-constructed drawings, facility operation manuals and operation and maintenance manuals.
- Develops Project Charter, Project Definition Report (PDR), Request for Pre-Qualification (RFPQ), Request for Proposals (RFP) documents.
- Assists in the development and management of quality control programs, operating and business procedures and control strategies to ensure consistency and adherence to standards.
- Oversees engineering consultants and manages projects for the Departments infrastructure.
- Co-ordinates and/or leads project teams.
- Co-ordinates studies and projects with other internal and external stakeholders, as needed.
- Participates in team buildings activities, coaching and mentoring of other staff members, as directed.
- Respond to enquiries on issues related to assigned projects.
- Prepare reports and correspondence, as required.
- Participates on committees, task forces and work groups, as assigned.
- Provides consultative support and guidance to project teams.
- Ensures that services provided meet Regional customer service standards.
- Liaises with and maintains positive relationships with internal Department contacts, cross-department staff, external contractors, consultants etc., relating to projects.
- Perform other duties as assigned in accordance with Branch and Department objectives.

QUALIFICATIONS

- Successful completion of a University Degree in Civil, Mechanical, Electrical or Chemical Engineering.
- Must be registered as a Professional Engineer (P. Eng.) with Professional Engineers Ontario.
- Minimum five (5) years demonstrated experience (inclusive of E.I.T. experience) in the planning design and construction of transportation infrastructure, including project management experience.
- Demonstrated knowledge of relevant legislation and regulatory requirements.
- Knowledge of transportation infrastructure, or water, wastewater treatment, collection and distribution systems and operations techniques as well as complex hydraulic systems including pumping, piping, valving, etc.
- Understanding of budgeting process, strategic planning, program development and implementation techniques.
- Demonstrated ability in the Region’s core competencies.
- Demonstrated report writing and project management skills to meet program objectives and work to tight deadlines.
- Demonstrated leadership skills to co-ordinate project teams; ability to work effectively independently and cooperatively within a team environment.

Scheduled Weekly Hours: 37.5

Start Date: Immediate

Please apply online at <https://york.hua.hrsmart.com/hr/ats/Posting/view/7060> by **5:00PM EST of the closing date June 2, 2025**. We thank all candidates for their interest; however, only those selected for an interview will be contacted via email.

Replacement ☒

Replacement – Converted Position ☐

Addition to Staff ☐

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