



## **City of Stratford**

### **Manager of Engineering**

**Job Posting#: 2025-06-G**

**Status: Permanent, Full Time**

**Union/Non-union: Non-union**

**Date Posted: June 27, 2025**

**Annual Salary: \$110,740 - \$129,500**

**Closing Deadline: July 18, 2025, 4:30pm**

**Department/Division: Engineering**

**Location: On-Site (Stratford, ON)**

#### **Duties:**

Reporting to the Director of Infrastructure, the Manager of Engineering applies their civil engineering expertise to lead the planning, budgeting, and renewal of municipal infrastructure, including roads, water, wastewater, stormwater, and bridges. Lead Staff in construction and operations, ensuring safety, performance, and stakeholder alignment. Directs recruitment, staff development, and program support.

#### **Work Performed:**

- Manages infrastructure renewal projects covering planning, budget management, hiring, contracts, tenders, vendor payments, and insurance.
- Oversees all Civil Engineering infrastructure activities for the Corporation, ensuring in compliance with stakeholder agreements, legislations and regulations.
- Leads and manages consultants, full-time, and seasonal staff in the planning, design, and construction of municipal infrastructure projects (water, wastewater, stormwater, roads, and bridges)
- Prepares RFPs, evaluate submissions, implement awarded projects, and review work by Staff, consultants, contractors, and utilities.



- Administers professional engineering service agreements for water, wastewater, storm, and roads ensuring compliance with MECP, MTO, and engineering standards.
- Reviews, approves, and seals engineering designs and drawings for municipal construction projects, including road reconstruction, underground, and vertical infrastructure.
- Facilitates infrastructure and facility ECAs requirements, ensuring adherence to regulatory standards.
- Prepares detailed costing for engineering projects, integrating these into departmental budgets, asset management and capital forecasting.
- Prepares business cases and facilitate application funding for municipal infrastructure cost recovery from federal and provincial governments.
- Manages daily operations by facilitating performance management, ensuring compliance with health and safety standards and labour policies, while overseeing recruitment, performance evaluations, and staff development in alignment with HR guidelines.
- Sets division goals and work priorities while advising Council, senior management, and external partners on regulatory, design, contractual, and strategic issues.
- Contains practical understanding of daily operations in municipal infrastructure and systems.
- Develops and manages internal and external relationships to support departmental programs and services aligning with community interests.
- Prepares and presents reports to Committee/Council; attend public meetings, filling in for the Director of Infrastructure in their absence.
- Performs other related and assigned duties, ensuring high-quality service and communication.

### **Qualifications:**

- Undergraduate University Degree in Civil Engineering.
- Minimum of five (5) years of relevant work experience after obtaining professional qualifications, with at least three (3) years of experience at a management level.
- Must provide a satisfactory Criminal Record Check; and,
- Valid Driver's License (Class G).



## **Specialized Skills, Abilities, Training, License, Memberships, or Certifications**

- Licensed to Practice Professional Engineering in Ontario.
- Project Management.
- Municipal Infrastructure Design and Contract Administration.
- Municipal, Ministry of Transportation, Ministry of Environment and Engineering Association guidelines/regulation.
- Understanding of Asset Management and Public Sector Accounting Board reporting.

## **Working Conditions and Environment**

- This position works 35 hours a week, 8:30am-4:30pm, Monday to Friday, however the incumbent may also be required to work outside of regular business hours to attend meetings;
- The City offers a Hybrid Remote Working Arrangement, allowing for up to two days working remotely per week.
- The City offers an excellent comprehensive benefit package, and participation in the Ontario Municipal Employee Retirement System (OMERS) pension plan.

## **Applications will be received until July 18, 2025, at 4:30 pm.**

The City of Stratford is committed to building a culture where difference is valued. The more inclusive we are, the better our work will be on behalf of the community we serve. We are committed to continuously improving our systems, policies and practices to remove barriers, promote respect and ensure our employees, in all their diversity, can succeed. We encourage and welcome qualified applicants with a diverse range of perspectives, skills and lived experiences to apply.

**Accommodations** are available for people with disabilities throughout all stages of the recruitment process. Applicants should make their needs known in advance.

While we appreciate all applications received, only those selected for an interview will be contacted.

Personal information collected in response to this advertisement is collected under the authority of the Municipal Act, 2001 to determine eligibility for employment with the City of Stratford. Please direct inquiries to the Human Resources Department at [hr@stratford.ca](mailto:hr@stratford.ca)