

Project Engineer - Shoreline



Job Title:
Project Engineer - Shoreline

Job Number:
J0121-0086

Job Code:
NUTBD

Job Category:
Professional Engineers & Certified Technologists

Department:
Engineering

Bargaining Unit:
Non-Union

Job Type:
Full Time

Employment Type:
New

Number of Positions:
1

Date Posted:
January 7, 2021

Closing Date:
January 31, 2021

Opening Statement

Kingston's vision of being a smart, livable 21st century city is fast becoming reality. History and innovation thrive in our dynamic city located along the beautiful shores of Lake Ontario, an easy drive from Toronto, Ottawa and Montreal, in the heart of eastern Ontario. With a stable and diversified economy that includes global corporations, innovative startups and all levels of government, Kingston's high quality of life offers access to world-class education and research institutions, advanced healthcare facilities, affordable living and vibrant entertainment and tourism activities.

Position Summary

Under the direction of the Manager, Parks and Shoreline in the Engineering Services Department, the Project Engineer (Shoreline) is responsible to provide ongoing engineering support and project management for municipal shorelines including adjacent lands (parks, roads and open spaces), capital projects and financial/grant fund management. Responsibilities will include inventory monitoring, assessment, risk management, record-keeping and reporting. Support for maintenance and repair. Consultant procurement and management. Detailed planning, public and stakeholder consultation, concept and detailed design development (review, contribute or create) and scope, schedule and budget management. Permit and land access management including consultation, support and management of applications with regulatory agencies and landowners. Preparation, standardization, quality control and support for construction procurement. The position will also regularly provide support and collaborate with other staff and project managers in Engineering Services and to other departments in the Transportation & Public Works (TPW) Group.

Key Responsibilities

Assist with capital budget planning, including identification and prioritization of municipal shoreline infrastructure projects, work scheduling, and providing recommendations for infrastructure improvements.

Coordinate monitoring, inspection, maintenance, record-keeping, and reporting requirements and manage annual inspection program for the municipal shorelines including inter-departmental coordination for prioritization, tracking, and rectification of identified deficiencies.

Assist with advancing corporate and community goals for planning, design, construction, monitoring, and maintenance of resilient, programmable and accessible municipal shoreline infrastructure and adjacent related lands (parks, roads and open spaces), including the evaluation of climate change measures in response to more frequent/severe water level fluctuations and sustained wind/wave events.

Demonstrate strategic thinking and sound judgment to prioritize and organize various project phases in line with Council and department priorities/workplans.

Develop related project schedules, charters, work breakdowns, and communication tools to assist with individual capital project and overall departmental shoreline and related capital project management. Collaborate, support and integrate w. broader Parks and Engineering capital works project management.

Manage in house financial systems and grant administration, planning, tracking, correspondences and claims submissions related to individual capital project and overall departmental shoreline and related capital project management.

Lead capital projects on shoreline and adjacent related lands (parks, roads and open spaces). Support detailed vision and scope development. Establish terms of reference and procure consultants. Manage concept and detailed design development. Coordinate with various internal City Departments, Utilities Kingston, and other agencies and stakeholders. Coordinate and manage public consultation, provide considerate and professional customer service, receive feedback and creatively adapt project plans as required. Manage cost estimates and schedule assertively. Manage consultants to create high quality procurement documents for construction tenders and RFPs. Support projects during construction.

Partner, collaborate or support, with accountability, capital projects with other Parks and Engineering capital works project managers.

Support design and plans of maintenance/upgrades/urgent repairs and procurement of contractors for municipal shoreline infrastructure and administer contracts.

Provide assistance to the T&PW Group to address construction-related issues or respond to shoreline related inquiries and erosion/flooding concerns, which may require capital

budget planning/adjustments.

Assist with the review and development of design standards, plans, policies, and procedures for municipal shoreline infrastructure.

Ensure and support management of shoreline infrastructure asset information and work tasks incorporated into the records database using GIS and related technology to present accurate and geographically referenced infrastructure data records.

Prepare various project reports, communications, and budget reports.

Assist with preparation and presentation of staff reports to City Council and the Environment, Infrastructure & Transportation Policies Committee.

Respond to inquiries from the public and outside agencies regarding municipal shorelines and adjacent related lands (parks, roads and open spaces).

Pursue research, education, promotion, and strategic partnership opportunities.

Other duties as assigned.

Qualifications, Competencies

Completion of a recognized university degree in Civil or Coastal Engineering or in other Engineering discipline with equivalent experience.

Must be registered as, or be eligible to be, a Professional Engineer in the Province of Ontario

Three years of engineering experience related to municipal or equivalent infrastructure planning, design and capital works.

Experience with policy review, planning, civil and shoreline engineering practice, landscape architecture, park, road and open space design, ecology and natural habitat development, standards, planning, design, and research would be considered an asset

Experience in shoreline construction methodology and coastal design including but not limited to rock revetment, shorewalls, groynes, beach development, dynamic rock berms, gabion baskets, mats, precast block and L-wall systems, sheet and H-piling, underwater construction, coffer damming and naturalized shorelines with understanding of event-based modelling, wave uprush, erosion and flood plain management considered an asset

Experience in asset management, financial management and grant administration considered an asset

Experience with MNRF, DFO, TC and CRCA regulations and permit application processes on floodplain and in-water works and MECP regulations and soils management considered an asset

Municipal government experience in a unionized environment preferred

Familiarity with applicable Provincial and Federal legislation, regulations, standards, guidelines, best practices, and other applicable documents

Must demonstrate corporate competencies: Customer Focus, Teamwork, Results Orientation, Integrity.

Skills, Abilities, Work Demands

Must have excellent communication, negotiation, and conflict resolution skills with the ability to influence others

Strong, effective customer service and interpersonal skills

Ability to work in a team environment, liaise with key stakeholders and to function effectively with minimal supervision

High level of professional integrity and accountability

Advanced computer skills including MS Office

Strong time and project management skills with the ability to set priorities, multi-task, work under the pressure, produce quality work, and meet deadlines

Strong problem-solving skills with the ability to gather and interpret information

Strong analytical and research skills with sound judgement and the ability to formulate solutions to complex issues

Proficient knowledge of applicable legislation, regulations and policy, including but not limited to: Accessibility for Ontarians with Disabilities Act (2005), City of Kingston Facility Accessibility Design Guidelines (FADS)

Must possess and maintain a valid class "G" driver's license

Required to obtain and maintain a satisfactory criminal record check at candidates' expense

Closing Statement

Please apply to Career Opportunities at: www.cityofkingston.ca/Careers

Your resume must clearly demonstrate how you meet the requirements of the position. Please upload to your profile, any educational Degrees, Diplomas and/or Certificates that are relevant and required for the position you are applying to. We thank all of those who apply; however, only those selected for further consideration will be contacted. The City of Kingston is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment and selection process. Applicants need to make their needs known in advance. Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act.