

About the City of Hamilton

Contribute to the City of Hamilton, one of Canada's largest cities - home to a diverse and strong economy, an active and inclusive community, a robust cultural and dining scene, hundreds of kilometres of hiking trails and natural beauty just minutes from the downtown core, and so much more. Join our diverse team of talented and ambitious staff who embody our values of sensational service, courageous change, steadfast integrity, collective ownership and being engaged empowered employees. Help us achieve our vision of being the best place to raise a child and age successfully. **#BeTheReason**

JOB POSTING

JOB ID #: 20700

Project Manager, Construction

Public Works / Hamilton Water
700 Woodward Avenue

NUMBER OF VACANCIES: 1 Full-Time Regular

UNION/NON-UNION: CUPE Local 1041 Supv

HOURS Of WORK: 40.00 per week

GRADE: 6

SALARY/HOUR: \$51.903 - \$57.670 per hour

Note: See appropriate Collective Agreement or the Non Union Salary Range for details.

STATUS/LENGTH: Full-Time Regular

JOB DESCRIPTION ID #: 2836

SUMMARY OF DUTIES

Reporting to the Senior Project Manager, the Project Manager (Construction) will take part in a multi-functional workforce engaged in the delivery of services to the public and internal clients. The Project Manager (Construction) will assume accountability and responsibility for the overall administration of the development, design, construction implementation and execution of capital infrastructure projects (i.e. water and wastewater facilities). Provide leadership in the development and administering of design and construction projects, liaise with consultants/contractors and oversee the scope, quality, schedule and budget.

Accountable for ensuring that design and construction activities are delivered in accordance with City and Provincial guidelines through the effective and efficient use of financial and staff resources. Using a "best practices" approach, develop and deliver quality services in a timely and cost-effective manner. Instil a customer service focus with subordinate staff.

Implement strategies to improve effectiveness and efficiency. Set above average standards and lead by example.

Responsible for the administration of design and construction of water and wastewater projects through the direction of in-house staff and consultants.

Monitor projects to ensure service quality, cost effective and timely service delivery and legislative compliance. Monitor the progress of program initiatives.

GENERAL DUTIES

The Project Manager (Construction) is accountable to the Senior Project Manager, to ensure that design and construction projects are delivered in accordance with City and Provincial standards with minimal disruption to the public in an effective, efficient manner consistent with the City of Hamilton Mission and Vision.

You will assume responsibility for administering consultants/contractors in the project design and construction management of capital construction projects by formulating designs, preparing schedules, and guiding technical staff. Assists in the preparation of annual project budget by preparing cost estimates of projects. Administers the preparation of proposals, engineering and contract documents for tender call. Organizes engineering activities in the regulatory approval process and facilitates approvals with various internal and external agencies.

Deliver design and construction management to ensure balanced service/price/quality are in compliance with legislative requirements and consistent with the City of Hamilton Mission and Vision.

Provide project management services including the administration of consultants/contractors, recommending and implementing standards for work performed by consultants/contractors on the design and construction of capital projects.

Ensure projects are constructed in compliance with City, Provincial and Federal regulations or guidelines.

Responsible for the administration of construction project commissioning activities, including the provision of construction as-built records on Construction projects.

Maintain control and monitoring of projects to ensure projects are completed within the required design and construction schedule, within the approved budget and spending authority including recommending for any required budget adjustments to the Senior Project Manager.

Responsible for the performance of consultants and contractors on projects including implementing a performance appraisal system and associated consultant/contractor contract reviews.

Provide technical direction to subordinate staff.

Liaise with elected officials, representatives of other levels of government, regulatory authorities, management, peers, staff and the general public.

Perform other duties as assigned which are directly related to the responsibilities of the position.

QUALIFICATIONS

1. Demonstrated knowledge of delivery and technical practice related to the design/construction of water/wastewater facilities, normally acquired by attaining a degree in civil engineering or an engineering technologist diploma or an equivalent combination of education and related experience.
2. Demonstrated extensive knowledge with project management theories, previous experience managing large multi-discipline water/wastewater design and construction projects.
3. Demonstrated knowledge and experience as it pertains to Municipal Water/Wastewater vertical infrastructure design and construction, normally acquired through education and progressive work experience.
4. Possess a high level of personal integrity and be an excellent communicator, both verbally and in writing.
5. Preference will be given to applicants with membership with the Professional Engineers of Ontario (PEO) or Certified Engineering Technologist or an equivalent combination of education.
6. Demonstrated ability to prepare/coordinate engineering proposals and construction contract documents for tender call for the design and construction of capital projects.
7. Possess a demonstrated record of leadership, guidance, technical competence, customer focus, innovation/creativity, team advocacy, staff delegation, empowerment and be committed to results.
8. Possess a high level of personal integrity and be an excellent communicator.
9. Ability to deal effectively with elected officials, representatives of other levels of government, regulatory authorities, management, peers, staff and the general public.
10. Thorough knowledge and understanding of statutes, regulations and by-laws affecting the department/section.
11. Possess a demonstrated record of leadership, guidance, technical competence, customer focus, innovation/creativity, team advocacy, staff delegation, empowerment and be committed to results.
12. Working knowledge of computer software applications.

13. Provision of a car by individual for use on the job.

14. Must possess a valid Class "G" Driver's Licence.

NOTE: As a condition of employment, the successful applicant(s) will be required to obtain a satisfactory Criminal Record and Judicial Matters Check (CRJMC), at their own expense, prior to beginning work in this position.

Disclaimer:

Be advised that Human Resources frequently audits resumes of internal/external applicants to ensure/validate information provided is consistent and trustworthy. Falsification of information provided at any time throughout the recruitment process may be grounds for disqualification, and for internal applicants, subject to discipline up to and including termination.

Terms:

The City is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. Consistent with our Values and Corporate Culture Pillars, the City of Hamilton is committed to providing equitable treatment to all with respect to barrier-free employment and accommodation without discrimination. The City will provide accommodation for applicants in all aspects of the hiring process, up to the point of undue hardship. If you have an accommodation need, please contact Human Resources as soon as possible to make appropriate arrangements.

We invite you to visit the departmental webpage to obtain further information on the culture and business of this department.

The incumbent shall comply with all Health and Safety Policies and Practices for this position and the workplace.

It is the responsibility of the applicants to ensure that their application reaches Human Resources by the closing date or they may not be considered. It is also the responsibility of applicants to supply qualifications, licences and related experience relevant to the qualifications outlined above for this competition as directed. On the basis of the criteria set out above, this posting is open to all applicants

The statements made by me are true, complete and correct to the best of my knowledge. I understand that any falsification of statements, misrepresentations, deliberate omission or concealment of information may be considered just cause for discipline, up to and including termination for internal applicants and disqualification for external applicants.

Please apply on or before: Wednesday, June 14, 2023 at 11:59pm at www.hamilton.ca/careers and reference Job ID: 20700.