



Manager of Infrastructure

The United Counties of Stormont, Dundas and Glengarry (SDG) is located along the St. Lawrence River in the south-eastern corner of Ontario. SDG is “Where Ontario Began”, and is rich in heritage, tradition, and culture with an abundance of historical sites, great events, and beautiful attractions. With a population of 65,000, SDG is primarily rural yet close to urban centres such as Cornwall, Ottawa, and Brockville.

Reporting to the Director of Transportation & Planning Services, the **Manager of Infrastructure** assists with the overall leadership, planning, development, administration and budget management of the Transportation & Planning Services Department; specifically focused on design, asset management, infrastructure and capital works.

Main duties include but are not limited to:

- Manage and supervise technical staff and external consultants in the areas of survey, design and inspection for the successful delivery of capital works projects.
- Undertake engineering reviews to support internal functions and external development works impacting the County and local Municipal infrastructure. Prepare comments, reports, correspondence and provide technical assistance when needed.
- Lead and assist with the administration to plan, budget, design, monitor, construct and maintain municipal infrastructure.
- Develop and review policies, procedures, standards, plans and programs governing the department and provide recommendations to the Director of Transportation & Planning Services.
- In conjunction with the Director of Transportation & Planning Services, oversee the implementation and maintenance of pavement management systems, bridge management systems and comprehensive asset management strategies. Assist in the collection, management, updating and maintenance of infrastructure databases.
- Establish and ensure departmental goals and objectives are met and provide project management expertise for roads department initiatives.
- Assist the Director of Transportation & Planning Services with the responsibility of the financial operation of the department by the preparation and monitoring of the department’s capital works budget and reporting on a regular basis to achieve budget targets.
- In conjunction with the Director of Transportation & Planning Services, sign and seal drawings and documents prepared under their direction as required by the “Professional Engineers Act.”
- Participate in programs, attend conferences and courses which foster professional or technical development where applicable and approved. Attend all meetings of County Council to report on department activities as well as respond to related questions.
- Follow all Health & Safety policies and procedures and report any non-compliance or any possible safety risks.

Qualifications:

- University degree in Civil Engineering and hold the Professional Engineering designation.
- Minimum of 5 years of demonstrated experience in civil engineering in road management, design and construction preferably in a municipal setting.
- Proven public relations, supervisory, mentoring, communications and oral/written presentation skills with experience working within a unionized environment.
- Must have superior time management, organizational and analytical skills and possess in-depth knowledge of the Occupational Health and Safety Act.
- A comprehensive understanding of applicable federal, provincial and municipal legislation is required.
- A valid Ontario G class driver’s license is a requirement of this position.

Salary Range: \$90,668 to \$103,621 with full benefit package and pension

Location: County Administration – 26 Pitt Street, Cornwall, Ontario

Anticipated Start Date: Monday, May 25, 2020 *(Please note the start date for this position will be dependent on the COVID-19 situation at that time and may be later than the date shown.)*

Interested and qualified candidates are invited to visit our website at www.sdgcounties.ca to obtain the complete instruction package on how to apply. **Applications will be received by e-mail until 12:00 noon on Monday, April 20, 2020.**

We thank all applicants for their interest, however, only those selected for an interview will be contacted. Personal information received in this application will be used solely for employee selection purposes and will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act. We will accommodate the needs of applicants under the Human Rights Code during the hiring process.