

Intermediate Technician Site Development

Engineering Services Department

Working for the City of Burlington

A great career is closer than you think. Come work for the city recognized by Maclean's Magazine as Canada's best community and best place to raise a family. You'll be joining an innovative and progressive workplace focused on building a 21st century city that respects the diversity of our residents, visitors and employees; and prioritizes continuous opportunities for you to learn and grow.

Job Number

EN-51-21

Employee Group

CUPE Local 1540

Employment Status

Full Time Permanent

Position Overview

This position is responsible for review of certain less complex types of site development applications and administering various types of development agreements, ensuring compliance with conditions of approval and monitoring and inspecting commercial, industrial, multi-residential development and entrance installations for condition compliance.

Responsibilities

The Intermediate Technician – Site Development will be responsible to:

- Reviewing and preparing conditions of approval for minor site plans, minor developments and Niagara Escarpment applications. Additionally, may be required to comment on variance and consent applications
- Reviewing and approval of subdivision plot plans
- Inspecting all applications to ensure compliance with approvals, noting all deficiencies. Following up on site deficiencies to secure compliance. Carrying out subsequent compliance inspections on an ongoing basis.
- Administer the release and/or reduction of performance and landscape securities, including curb/mud bond deposits for all application types.
- Attend site meetings as required
- Investigate and respond to complaints and inquiries, from internal/external sources (e.g. elected officials, solicitors, developers, builders, the public and staff).
- Monitoring mud and dust problems on active development sites and direct cleanup as necessary.
- May be required to suggest or initiate changes to various site developments due to field problems/conditions.

We thank all applicants and advise that only those to be interviewed will be contacted.

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Requirements

The Intermediate Technician Site Development requires a Community College Diploma in Civil Engineering as well as at least three (3) years of related work experience, preferably in a municipal setting. A C.E.T., C.Tech. or A.Sc.T. designation is preferred. This position requires strong time management skills, the ability to handle multiple priorities and a sense of urgency. The Intermediate Technician - Site Development will handle complaints and inquiries from external parties, including Council members, the public, contractors and consultants, therefore strong interpersonal and customer service skills are required.

A valid G Class driver's license and access to a vehicle is required with an acceptable driver's abstract (no more than three (3) driving related convictions and an accumulation of no more than three (3) demerit points in the previous three (3) years prior to the date of hire).

Salary Range

\$66,502 - \$83,128 (Grade 4s)

Posting Close Date

April 21, 2021

How to Apply

To apply, please visit www.burlington.ca/careers and click on "View Jobs". Please note that applications are only accepted online. If you require assistance, please contact Human Resources at 905-335-7602.

Accommodations

In accordance with the Accessibility for Ontarians with Disabilities Act, the City of Burlington accommodates the individual needs of applicants with disabilities within the recruitment process. Please call us at 905-335-7602 or email us at: hr@burlington.ca if you require accommodation to ensure your equal participation in the recruitment and selection process.

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