



Director, Design and Construction

Job ID: 19071

Job Category: Engineering & Technical

Division & Section: Engineering and Construction Services Division

Work Location: CITY HALL, 100 Queen St W.

Job Type & Duration: Full-time, Permanent

Salary: \$149 331.00 - \$175,466.20 PSG #TM2219 and wage grade 10.

Shift Information: Monday to Friday, 35 hours per week

Affiliation: Non-Union

Number of Positions Open: 2

Posting Period: 15-JUN-2021 to 01-JUL-2021

The City's Engineering and Construction Services Division provides specialized engineering and construction services to internal clients (Toronto Water, Transportation Services, Solid Waste Management Services), and external clients (development industry, utility companies and other public agencies) creating safe and sustainable municipal infrastructure. The team of expert professionals manages design and construction rehabilitation projects for roads, bridges, expressways, sidewalks, streetscaping, TTC tracks, utilities, sewers and trunk sewers, watermains and transmission mains, and other major infrastructure such as the Gardiner Rehabilitation project, for a capital construction program value of \$1 billion, with a 95% capital delivery rate, to enhance the high quality of life for Torontonians and visitors alike.

At this time, we are looking for 2 Directors Design and Construction to provide leadership, direction and oversight in the provision of professional engineering services to oversee 2 capital delivery program portfolios critical to ensuring a livable City.

The Director Design and Construction, Bridges and Expressways is responsible for a capital program of \$230million, and will collaborate with the 3 managers to lead their teams of highly qualified dedicated professionals to ensure the inspection and repair of 877 bridge structures ensuring compliance with the Province of Ontario, Ontario Structure Inspection Manual (OSIM) regulations. In addition the team(s) will also manage there habilitation of the Gardiner Expressway, with an estimated project cost of \$2.3 billion and a biannual inspection program for 322 spans of the elevated structure.

The Director Design and Construction, Roadways is responsible for the planning, engineering design, construction, and implementation of major strategic transportation infrastructure projects with a capital program value of \$173 million. The Roadways Section consists of the following three units, Local Roads, Major Roads and Streetcar Way & Special Projects with a combined staff of 80 individuals expert in the provision of engineering, design, inspection and related services to support the sections capital project work.

Major Responsibilities:

- Develops, designs and implements functional policies and programs that make major changes in overall business performance based on long-term needs. Contributes to the continuous improvement of divisional performance through analysis and the development and implementation of sound management practices and procedures, provides program management staff with direction and guidance, processes and tools to increase efficiencies and improve effectiveness of the services provided by this section.
- Directs, through subordinate management staff, all activities of the section, delegating management responsibility.
- Leads and motivates a diverse workforce, ensures effective teamwork, provides resolution to controversial labour relations issues, ensures high standards of work quality and organizational performance, continuous learning and encourages innovation in others.
- Develops, recommends and administers the annual budget for the section, and ensures that the section's expenditures are controlled and maintained within approved budget limitations.
- Contributes to the continuous improvement of divisional performance through analysis and the development and implementation of sound management practices, policies and procedures, provides program management staff with direction and guidance, processes and tools to increase efficiencies and improve effectiveness of the services provided by this section.
- Leads and motivates a diverse workforce, of specialized professional and technical staff, ensures effective teamwork, provides resolution to controversial labour relations issues, ensures high standards of work quality and organizational performance, continuous learning and encourages innovation in others.
- Ensures excellent customer service is provided to both internal and external customers.
- Provides leadership and establishes partnerships with clients, external consultants, members of Council, public, unions etc., to address and resolve conflicting demands and problems from various stakeholders and foster effective partnerships while balancing corporate interests.
- Ensures effective management through the development of annual work plans and long-term visioning exercises, implementing change management and performance management processes, including program reviews, service improvements, best practices, benchmarking, and the development and reporting on key performance indicators; and through the use of these management tools, develops competent and qualified personnel to ensure high level of service.
- As an innovative leader, demonstrates commitment to the organizational values and principles and forms effective partnerships with various internal and external stakeholders.
- Responsible for the delivery of municipal capital works programs including the project planning, procurement of engineering services, where necessary, pre-design, public consultation, public and stakeholder notification, engineering survey, engineering design, project management, preparation of construction tenders, contract administration, obtaining regulatory approvals, securing property easements, construction inspection and quality assurance.
- Oversees the internal and/or external engineering design assignments associated with the rehabilitation, reconstruction and upgrading of the City's infrastructure in collaboration with staff from Toronto Water, Transportation Services, Solid Waste Management, City Planning, Economic Development & Culture, TTC and the Toronto and Region Conservation Authority.
- Oversees the input, for work within the Section's area of responsibility, in the development of the capital works programs and associated cashflow forecasts, for Transportation Services, Toronto Water, City Planning, Economic Development & Culture, Parks, Forestry & Recreation, and TTC to address rehabilitation, reconstruction and expansion needs for the City's infrastructure.
- Leads the preparation of construction tenders and management of contracts for the rehabilitation, reconstruction and upgrading of the City's infrastructure.
- Oversees the delivery of multi-year projects and programs through various delivery models including conventional design-bid-build, design-build and program management assignments.

- Oversees the preparation of contract documents to ensure they are developed in conformance to the City's current standards and specifications, thereby ensuring that the work is carried out safely and that both the project schedule and approved budgets are adhered to.
 - Directs engineering investigations and provides recommendations, where required; reviews technical matters related to capital construction projects and prepares sound technical reports and documentation, as may be required.
 - Oversees the development of Request for Proposals, and the proposal evaluations for consulting engineering and/or contracted professional service assignments.
 - Ensures the execution and administration of contracts and agreements in compliance with approved authorizations and policies.
 - Reviews and approves for final authorization of progress payments; documentation and justification for change orders to consultants and contractors; and the issuance of substantial performance and completion certificates to contractors.
 - Responsible for negotiations regarding claims and litigation arising from construction or professional services contracts, to ensure a fair and equitable resolution.
 - Keeps abreast of technological advances and trends, and regulatory requirements associated with rehabilitation, reconstruction and upgrading of the City's infrastructure. Ensures work undertaken by staff is in compliance with the requirements of the Occupational Health and Safety Act, provides the necessary training and safety equipment and ensures safe work procedures are in place and supports the development of a strong culture of health and safety.
 - Acts as Divisional lead in discussions with other City Divisions, as may be required, to deliver the Capital Works Program including Corporate Finance, Purchasing and Materials Management, Legal, Risk Management, and Real Estate.
 - Leads the development of key performance indicators for the Section, and ensures proper monitoring and regular reporting against assigned performance targets, and takes corrective action as may be necessary to ensure compliance with prescribed targets.
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- Provides professional engineering expertise in the preparation of Emergency Planning initiatives led by the City's Office of Emergency Management, the various operating divisions and the Program Manager, Health & Safety and Emergency Planning within Engineering & Construction Services, respectively.
 - Provides professional engineering expertise during emergencies which may impact or be impacted by safety concerns associated with infrastructure supported by the Section.
 - Leads the preparation of technical reports and staff reports to Standing Committees, Community Councils and/or Council, and material for public education/communication purposes, as may be required.
 - Represents the Division/Cluster/Corporation at meetings with the public, clients, stakeholders, Councilors and their staff, Standing Committees, Community Councils, City Council, court proceedings, and on internal and external committees.
 - Leads the preparation of documentation and business cases, as may be required, for cost recovery of projects completed on behalf of third parties.
 - Maintains a continuous and thorough knowledge of current corporate and other divisions' issues and initiatives.
 - Participates on various committees, task forces, project teams, etc. as a divisional lead.

Key Qualifications:

1. Must be a licensed engineer and a member in good standing as defined by the Professional Engineers of Ontario.

2. Extensive experience managing and delivering broad-scale, multi-year, municipal infrastructure, capital works engineering and construction projects, from inception through to implementation including planning, coordinating and administering engineering and professional services.
3. Extensive experience procuring engineering and construction services and with leading the preparation of contract documents, requests for proposals, and the preparation of tenders for construction projects.
4. Extensive knowledge of technological advances/approaches and regulatory requirements associated with the dismantling, rehabilitation and upgrading of bridges, roads, utilities, sewers, watermains and stormwater management infrastructure including the materials and methods of construction.
5. Extensive experience leading, motivating, directing and managing a diverse workforce of professionals and technical/administrative staff, with a commitment to inclusion, continuous learning and employee engagement.
6. Fosters a culture of customer service, team work and initiative with the ability to manage change in a fast paced politically sensitive environment.
7. Highly developed interpersonal and relationship building skills with all levels of the organization including the public, media and interest groups.
8. Advanced communication skills (written, verbal and presentation), to communicate with technical and non technical audiences, representing the Executive Director at Council and Standing Committee.
9. Excellent negotiating, conflict resolution, strategic thinking, analytical and problem solving skills with demonstrated success in continuous improvement and innovation
10. Advanced leadership skills, with the ability to deliver results in a fast paced, demanding environment, utilizing sound judgement to make decisions under pressure.
11. Extensive knowledge and expertise related to data interpretation and reporting including analysis of technical and financial reports including budget preparation and control, expenditure forecasting, reports to Council and the interpretation of metrics and KPI's.
12. Excellent knowledge and familiarity with Federal and Provincial regulations and requirements, such as: Canadian and Ontario Environmental Assessment Act(s), Canadian Highway Bridge Design Code, the Construction Lien Act, Ontario Water Resources Act, Occupational Health and Safety Act and other relevant legislation, codes and standards, including the Ontario Human Rights Code.

Salary Range: \$149,331.00 - \$175,466.20 per year

Toronto is home to more than 2.9 million people whose diversity and experiences make this great city Canada's leading economic engine and one of the world's most diverse and livable cities. As the fourth largest city in North America, Toronto is a global leader in technology, finance, film, music, culture, and innovation, and consistently places at the top of international rankings due to investments championed by its government, residents and businesses. For more information, visit jobs.toronto.ca or follow us on Twitter at [Twitter.com/CityTOjobs](https://twitter.com/CityTOjobs), on LinkedIn at [Linkedin.com/company/city-of-toronto](https://linkedin.com/company/city-of-toronto) or on Facebook at [Facebook.com/CityTOjobs](https://facebook.com/CityTOjobs).

How to Apply:

For more information on this and other opportunities with the City of Toronto, visit us online at <https://jobs.toronto.ca/jobsatcity/>. To apply online, submit your resume, quoting **Job ID 19071**, by **Thursday, July 1, 2021**.

Equity, Diversity and Inclusion

The City is an equal opportunity employer, dedicated to creating a workplace culture of inclusiveness that reflects the diverse residents that we serve. Learn more about the City's commitment to employment equity.

Accommodation

The City of Toronto is committed to creating an accessible and inclusive organization. We are committed to providing barrier-free and accessible employment practices in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). Should you require Code-protected accommodation through any stage of the recruitment process, please make them known when contacted and we will work with you to meet your needs.6/15/2021 Job Description Print Preview

Disability-related accommodation during the application process is available upon request. Learn more about the City's Hiring Policies and Accommodation Process.