

CITIZENS FIRST THROUGH SERVICE EXCELLENCE

*We have an exciting **Full-time Unionized** opportunity in the
Development Engineering Department for an experienced and motivated individual*

**Development Engineering Review Coordinator
(JOB # J0921-0146)**

Vaughan is a city on the move. With a downtown core rising from the ground – the Vaughan Metropolitan Centre, a state-of-the-art hospital opening its doors in 2021 – the Cortellucci Vaughan Hospital, and a bustling subway, exciting projects are transforming the community. Be a part of something amazing and build your career at the City of Vaughan.

The City of Vaughan is an equal opportunity employer serving one of the fastest-growing municipalities in Canada, we are an organization committed to diversity and inclusivity, providing a thriving work environment, excellent benefits, learning and growth opportunities and a place where collaboration and teamwork are fostered. As one of the [Greater Toronto's Top Employers for 2021](#), we continuously employ workplace best-practices – and they're getting noticed! Excellence demands brilliant personalities, visionary thinking and a passion for public service. Vaughan is your place to grow.

Responsible for reviewing, commenting and recommending the approval of engineering designs and the municipal servicing component of proposed developments including Site Plans (development applications and building permits), Official Plan Amendments, Zoning By law Amendments and Committee of Adjustment applications; ensuring compliance with City Engineering Standards, existing policies and procedures, and pertinent government regulations as amended; Prepares and administers servicing and encroachment agreements associated with site plan approvals, reviews specifications for various needs studies and provides technical expertise and support with the preparation and administration of development and subdivision agreements.

Qualifications and experience:

- Community College Diploma in a Three (3) year Civil Engineering Technology program, or suitable equivalent including a Certified Engineering Technologist (C.E.T.) designation in good standing with the Ontario Association of Certified Engineering Technologists and Technicians.
- A minimum of Three (3) years of municipal servicing engineering experience, including development servicing, detailed municipal design/modeling, project management and providing technical guidance to others.

OR

- Possesses a University Degree in Civil Engineering, or suitable equivalent including eligibility for and working towards a full Professional Engineering License (P. Eng.) with the Professional Engineers of Ontario.
- A minimum of Two (2) years' of municipal servicing engineering experience, including development servicing, detailed municipal design/modeling, project management and providing technical guidance to others.
- Proficient in the application of computer software programs related to areas of municipal servicing, project engineering/planning or project coordination and administration in accordance with job responsibilities.
- Excellent interpersonal, organizational, analytical/interpretive, and oral and written communication skills. Ability to deal courteously and effectively with internal staff, external agencies, public, consultants, developers, builders and contractors, etc.
- Working knowledge of the Occupational Health and Safety Act and other relevant Provincial statutes and regulations, in accordance with job responsibilities.
- Knowledge of, and demonstrated ability in, the city's core competencies and relevant functional competencies.
- Possesses a valid Ontario Class "G" driver's license in good standing with access to a reliable vehicle for City business.
- Ability to work outside normal business hours as required and in accordance with the Collective Agreement.

In addition to offering a competitive compensation package, we have a strong focus on health and wellness, including fitness facilities and family-focused benefits.

If you are an energetic person who is interested in bringing your knowledge and passion to the City of Vaughan, please [visit our website](#) to apply online by **Thursday September 30, 2021**.

We thank all applicants for their interest; however, only those selected for an interview will be contacted. Please be advised, the City of Vaughan uses email to communicate with applicants for open job competitions.

The City of Vaughan is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The City of Vaughan is also committed to providing accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs.