

<b>Position:</b>	Senior Engineering Technologist
<b>Closing Date:</b>	June 13, 2023
<b>Pay Range:</b>	\$77,601 to \$95,274 (under review in 2023)
<b>Training and Development:</b>	Paid training and professional development opportunities.
<b>Work hours:</b>	This position offers a 35-hour work week, typically Monday to Friday between the hours of 8:30AM to 4:30PM.
<b>Hybrid Work Opportunity:</b>	Yes
<b>Location:</b>	Administration Complex

**General Purpose:**

Reporting to the Manager of Engineering, the Senior Engineering Technologist position prepares design, review, tender documents and undertakes construction project management for capital projects ensuring projects meet technical, financial and scheduling commitments.

This role undertakes project-based activities for roads, bridges, sidewalks, water and wastewater projects in capital and operations. This role oversees and coordinates the review, design, improvement and maintenance of the Township's infrastructure in accordance with the policies, goals and objectives established by Council.

**Responsibilities:**

- Prepares and administers tenders, quotations and proposals, and ensures that compliance with standards is maintained.
- Designs, reviews and administers capital municipal projects, development projects, meet design schedules, organizes engineering and legal surveys, easement acquisitions and geotechnical investigations.
- Allocates project costs to appropriate budget accounts.
- Performs project management and oversight duties for capital projects including the supervision of outside contractors, engineering consultants, dispute resolution, payment processes and liaison with approval authorities, consultants, contractors and the public. Makes site visits to ensure compliance and quality of work.
- Develops and recommends infrastructure standards and design criteria
- Conducts field activities for projects, designs, review and investigations.

Resumes received after submission deadlines will be retained on file for six months and will be reviewed on an as-needed basis. We thank all applicants - only those selected for an interview will be contacted. Information collected will be used in accordance with Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection. Accommodations are available for the recruitment process. Applicants need to make their needs known in advance.

- Provides effective guidance to full time and seasonal Engineering staff
- Leads in the development and enforcement of appropriate Engineering standards for engineering services.
- Performs other related duties, as assigned.

**Qualifications:**

- A degree or community college diploma in civil engineering or related field such as Architecture, Engineering Sciences, Project Management, or Construction Technology
- Membership in the Ontario Association of Certified Engineering Technicians and Technologists. Successful candidate will be required to obtain C.E.T. designation within one year if it has not already been obtained
- Four years of work experience in contract management, project management, budgeting, and infrastructure management
- Technical knowledge of transportation, water and wastewater infrastructure, municipal construction methods, engineering principles, project management, asset management and financial matters related to capital infrastructure projects
- Knowledge of OHSA, HTA, Municipal Act and Ministry of the Environment regulations
- Excellent written and oral skills, problem sensitivity, resolution and negotiating skills
- Computer literacy and experience in a computerized environment using word processing, spreadsheet, database software and AutoCAD
- Valid "G" driver's license and a good driving record
- A clean Criminal Record Check is required upon hire

**Working Conditions:**

- Works generally in an office setting. Out of office duties may be required
- Generally, works 8:30-4:30 daily.

Qualified applicants are invited to [apply online](#).

We thank all applicants; however, only those selected for an interview will be contacted.

In accordance with [Municipal Freedom of Information and Protection of Privacy Act \(MFIPPA\)](#), personal information is collected under the authority of the Municipal Act and will only be used for candidate selection. Upon request, accommodations will be provided throughout the recruitment, hiring and employment process in accordance with the [Accessibility for Ontarians with Disabilities Act \(AODA\)](#), and the Ontario Human Rights Code.

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