



## THE REGIONAL MUNICIPALITY OF DURHAM

### Works Department

### Project Engineer - Environmental Services, Design Contracts (Regular Full-Time)

Job ID: 19834

Job Number: 021

Open: Jun 04, 2024    Close: Jun 24, 2024

#### **Diversity, Equity and Inclusion Statement**

The Region of Durham is committed to employment equity and is actively implementing measures to build and sustain an inclusive, barrier-free workplace that is reflective of the diverse residents it serves. We welcome applications from Indigenous Peoples, people from racialized communities, women, persons who live with disabilities, people from 2SLGBTQI+ communities and people with diverse identities.

In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), accommodation will be provided throughout the recruitment process to applicants who live with disabilities.

#### **Number of Available positions:**

Vacancies:

- 2 Regular full-time
- 1 Temporary full-time

#### **Project Engineer - Env Services, Design Contracts**

The Design Contracts Division of the Environmental Services Branch of the Works Department at the Region of Durham has over 200 water supply and sanitary sewage projects to deliver within the nine-year capital budget forecast.

Reporting to the Manager of the Design Contracts Division, this position is responsible for managing the day-to-day operation of the division's staff, administering, coordinating, evaluating and developing an effective work plan to efficiently and economically deliver Contract documents for water supply and wastewater services to residents and businesses of the Region of Durham.

The incumbent will:

- Manage the day-to-day operation of a group of staff including hiring, disciplining, supervising, organizing, prioritizing and assigning projects to staff
- Prepare Expressions of Interest and Requests for Proposals, evaluate proposals, hire consultants, and assign projects including reviewing and approving invoices, manage consultants retained to complete site investigations and reporting, detailed designs and contract document preparation, including managing design circulations and completing technical review of Consultant deliverables
- Administer project management from its conception to construction of each project proposed by reviewing and approving works that are compliant with applicable standards and in keeping with the standards of the Ministry of Environment, Conservation and Parks and other approving agencies, Region of Durham, various utilities and Area Municipalities
- For in-house designs, approve engineering drawings by sealing with a stamp of the Professional Engineers of Ontario before the work is contracted for construction
- Provide technical support to the Region's Construction Services staff during the tendering and construction phases of the project
- Liaise and co-ordinate Regional projects with the projects of Area Municipalities, Ministry of Transportation, Rail Authorities, other provincial or federal bodies, and other Region of Durham Divisions
- Respond to inquiries from staff, various departments, external customers and politicians to resolve problems, special needs and minimize service disruptions



- Publicize and inform residents of projects by conducting public information centers and incorporate changes to original design to accommodate concerns, needs and protection requirements raised by affected parties
- Monitor project budget health and prepare inclusive project cost estimates for the annual capital budget and forecast
- Evaluate infrastructure needs and define project scope for renewal and system expansion throughout the Region of Durham
- Strategically innovate and collaborate with others to achieve the on-going improvement of Regional and Divisional standards, guidelines, practices, procedures and policies as it relates to the delivery of high quality water supply and/or sanitary sewage infrastructure projects

The successful applicant will possess:

- Licence as a Professional Engineer with the Professional Engineers of Ontario
- Extensive experience in Municipal Engineering with knowledge and understanding of the design and construction of municipal water and wastewater infrastructure
- Knowledge and understanding of Ministry of Environment, Conservation and Parks guidelines and requirements, safe construction practices including the requirements of utilities, Ministry of Transportation and Conservation Authorities, Municipal financing and the Occupational Health and Safety Act
- Experience working with software applications such as MS Office (Word, Excel, Outlook, Teams, Project)
- Excellent verbal and written communication, effective customer service, problem solving, analytical, managerial, project management and organizational skills
- A valid Class 'G' Ontario Driver's Licence and access to a reliable vehicle

### **Conditions of Employment**

Proof of education, qualifications and any other job bona fide requirements will be required prior to start date.

### **External Application Process**

Come find a home where exciting and rewarding careers are balanced with your lifestyle. We thank all applicants; however, only those being considered will be contacted. Please apply online ([www.durham.ca](http://www.durham.ca)) no later than midnight (Eastern Standard Time) on the closing date indicated on the Job Posting.

The Region of Durham is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection process. If contacted for an employment opportunity and you require accommodation, or if this information is required in an accessible format, please contact us at: [RecruitingHelp@durham.ca](mailto:RecruitingHelp@durham.ca) and a Recruiter will provide appropriate assistance pursuant to the Region's Accommodation and Accessibility policies. Please note that resumes should not be sent to [RecruitingHelp@durham.ca](mailto:RecruitingHelp@durham.ca).

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