

Design & Construction Engineer

City of St. Catharines

Engineering, Facilities and Environmental Services

DUTIES AND RESPONSIBILITIES:

These set out the principal functions of the position, and shall not be considered as a detailed description of all the work requirements.

- Providing Professional Engineering services including signing and sealing documents for required approvals prescribed by Acts and Regulations for all in-house municipal construction projects and providing technical advice to all Divisions of the Engineering, Facilities and Environmental Services Department and all other Departments.
- Organizing and supervising technical staff to ensure that all municipal and provincial standards and policies are adhered to for all municipal projects.
- Scheduling and coordinating for the design and construction of all municipal construction projects, including those budgeted for by other departments.
- Monitoring expenditures for all municipal construction projects to ensure that they remain within allocated budget amounts, including the preparation of an annual report summarizing these expenditures and establishing construction benchmark costs.
- Completing detailed design directly or with the assistance of in-house technical staff or consultants. Preparing or reviewing plans, specifications, contract documents and cost estimates. Obtaining necessary approvals from governing bodies such as the NPCA, MECP, MNR and MTO. Coordinating tendering process and making recommendations on contract awards. Administrating contracts and supervising construction, including writing or reviewing progress and completion reports, preparing progress and completion payments, approving project changes up to the contingency amount and resolving field construction problems.
- Coordinating with the Regional Municipality of Niagara to ensure that all projects undertaken by the Region within the City have included any necessary improvements to the City's municipal services including sewers, watermains and sidewalks.

- Reviewing and updating general tender specifications for all municipal construction projects in cooperation with the Manager of Engineering and Construction and the other Design and Construction Engineers.
- Representing the Engineering, Facilities and Environmental Services Department at public meetings, in legal proceedings and on committees and task forces as assigned and liaising with other departments and local, Regional, Provincial and Federal Government officials and agencies in matters relating to assigned projects including coordinating and scheduling any public meetings and notices for all municipal construction projects as required by legislation.
- Coordinating quality control testing services on construction projects.
- Evaluating system deficiencies and developing, reviewing, analyzing and recommending policies, procedures and criteria for the maintenance, rehabilitation and construction of one of the following City infrastructure Asset Categories (as assigned):
 - The sanitary, combined and storm sewer systems, including watercourses and shorelines. Includes capacity analysis, establishing the annual TV sewer inspection program, reviewing the occurrences of basement and surface flooding, reviewing the results of sewer flow monitoring, developing the annual and five-year rehabilitation and construction programs for the sanitary, combined and storm sewer systems and coordinating said programs to ensure they are carried out in concert with other municipal projects.
 - The watermain distribution system. Includes reviewing watermain break history, water pressure and discolouration complaints, developing and maintaining the in-house database(s) for watermain deficiency rating, developing the annual and five-year rehabilitation and construction program for the watermain distribution system and coordinating said program to ensure it is carried out in concert with other municipal projects.
 - The transportation systems including roads, bridges and sidewalks. Includes reviewing road system deficiencies, investigating and reporting on construction problems and road conditions, conducting an annual inspection of the road system, updating and running the City's Pavement Management System developing the annual and five-year rehabilitation and construction programs for the road, bridge and sidewalk networks and coordinating said programs to ensure they are carried out in concert with other municipal projects.
- If not assigned to an asset category, organizing, training and supervising Construction Inspectors to ensure that all municipal and provincial standards, policies and procedures prescribed by Acts and Regulations are adhered to, monitoring compliance of health and safety procedures, and providing direction and guidance to inspectors and contractors during construction hours.

- Implementation of any special projects involving external provincial and/or federal funding, including coordination of funding application, design and contract administration.

POSITION REQUIREMENTS:

- A University Degree in Civil Engineering.
- Registration in the P.E.O. as a Civil Engineer (P. Eng.)
- Five years experience in the areas of planning, design, construction and maintenance of municipal infrastructure.
- Working knowledge of computer systems including application software packages (hydraulic or hydrologic modeling, spreadsheets, databases, word processors, etc.).
- Proven ability to direct and manage the planning, design and construction of Municipal infrastructure and work effectively with contractors and consultants.
- Demonstrated leadership, customer service and communication skills.
- Evidence of effective organizational, analytical and decision-making abilities.
- Flexibility to adapt operations to changing workloads including working additional hours necessary to ensure adequate supervision and direction during the construction season.
- Valid Class G driver's licence.
- Proven completion of Ministry of Labour Supervisor Health and Safety Awareness training.
- A demonstrated commitment to enhancing a safety culture.

Salary Range: Minimum \$108,945 annually; Maximum \$127,436 annually

Expected Work Location: City Hall (eligible for some remote work)

Hours of Work: Currently Monday to Friday 8:30AM - 4:30PM

Applications will be accepted online at www.stcatharines.ca/jobs. Applications received any other way will not be accepted.

The City of St. Catharines is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise the Human Resources Division to ensure your accessibility needs are accommodated throughout this process.