

Development Engineer

Why Guelph?

When you join the City of Guelph, you join a team of over 2000 employees who deliver services the community relies on every day. Together, we are bringing to life Guelph's vision of an inclusive, connected, and prosperous city where we look after each other and our environment. As a single tier municipality, we offer a variety of occupations and career specialities within our organization. Guided by the goals and objectives of the Future Guelph: Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning, the candidate will aid in the achievement of the Community Vision for an inclusive, connected, prosperous city.

What we offer

We offer competitive wages and comprehensive benefits to meet the needs of our diverse employees. Many of our positions offer:

- Paid vacation days, increasing with years of service
- Paid personal days;
- Hybrid and flexible work arrangements;
- Defined benefit pension plan with OMERS, including 100-per-cent employer matching;
- Extended health and dental benefits, including Health Care Spending Account;
- Employee and Family Assistance Program;
- Parental leave top up program;
- Learning and development opportunities including tuition assistance
- Employee recognition programs.

Position overview

Under the direction of the Manager of Development and Environmental Engineering, the Development Engineer is responsible for providing engineering services within the Engineering and Transportation Services Department on land development projects. This position is responsible for the design, project and contract management of subdivision servicing, engineering review of subdivision land development applications, reviewing and commenting on engineering designs, reports and drawings and coordinating the work of developers and consultants in the development of subdivisions, preparing agreements, investigating and providing recommendations and/or resolving enquiries and complaints within subdivision areas and monitoring progress and scheduling of development in accordance with agreements.

Guided by the goals and objectives of the City of Guelph Corporate Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning, the candidate will aid in the achievement of the Community Vision for an inclusive, connected, prosperous city.

Key duties and responsibilities

- Reviews engineering designs prepared by consultants for plans of subdivision including grading plans, plan and profile drawings for road and sewer design, sanitary and storm sewer design sheets
- Reviews master environmental servicing plans, stormwater management plans and reports, detailed designs of stormwater facilities, hydrology/hydraulic analyses, infiltration and low impact development designs and erosion and sedimentation control plans.
- Prepares agreements and reviews documents to facilitate subdivision development
- Schedules and oversees subdivision servicing construction projects
- Coordinates project accounting including processing of payment certificates and invoices
- Investigates and provides recommendations and/or resolving enquiries and complaints
- monitoring progress and scheduling of development in accordance with agreements
- Ensure compliance with applicable federal and provincial regulations/legislation and City Bylaws.
- Complete site inspections on private property and road right-of-way, when needed, to further evaluate a development application.
- Defend review through all levels of the approval process up to and including giving expert testimony at OLT hearings
- Assists in continuously improving the City's development engineering standards and best practices
- Supports master plan studies
- Performs other related Professional Engineering duties as assigned

Qualifications and requirements

- Considerable experience related to the duties listed above, normally acquired through a Bachelor of Applied Science in Civil Engineering and considerable experience in subdivision land development, engineering and contract administration. Candidates with an equivalent combination of education and experience may be considered
- Registered or eligible for registration as a Professional Engineer in Ontario
- Excellent communication skills
- Experience with Microsoft Office (Word, Excel, Outlook)
- Knowledge of current engineering standards, specifications and criteria
- Ability to work independently and in a team environment
- Ability to deal courteously and effectively with developers and their professionals, new homeowners, contractors, members of Council, other staff and the general public
- Must possess a valid G driver's licence and have a good driving record. Successful candidates will be required to provide a current driver's abstract prior to their start date to confirm their licence is held in good standing and that it has not been suspended or revoked under the Highway Traffic Act (HTA) or Criminal Code of Canada in the last 5 years. The City of Guelph will take into consideration the number of demerit points and/or nature of the infractions to determine if it meets our requirements.
- Note: Periodic travel to various locations across the city is a requirement of this position.

Hours of work

35 hours per week, Monday to Friday, between the hours of 8:30 a.m and 4:30 p.m. This position is eligible for hybrid and flexible work arrangement options (as per current corporate policy).

Pay/Salary

Non-Union Grade 6: \$91,567.41 - \$114,459.27

How to apply

Qualified applicants are invited to apply using our online application system. This posting will remain open until the position has been filled. Please note all applicants must complete the online questionnaire specific to this position at the time they submit their resume and cover letter in order to be considered.

Please visit the job posting listed on our City of Guelph [careers page](#) and click on the "Apply for this job" button. Instructions will follow.

The City of Guelph is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive workplace where employees feel welcome, valued and engaged. Our employment policies strictly prohibit all forms of discrimination on any of the grounds in relevant laws. All employment practices are solely based on individual merit, qualifications, and organization's needs at the time. In keeping with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, we are committed to working with and providing reasonable accommodation for qualified individuals in our job application procedures. If you need an accommodation in order to participate in the hiring process, you may contact us to make your needs known in advance.

Personal information collected through the recruitment process will be used solely to determine eligibility for employment. We thank all candidates in advance; however, only those being considered for an interview will be contacted.