

# Director, Engineering Services

## Engineering Services Department

### Working for the City of Burlington

A great career is closer than you think. Come work for the City of Burlington, where you'll be joining an innovative and progressive workplace focused on building a 21st century city that respects the diversity of our residents, visitors, and employees; and prioritizes continuous opportunities for you to learn and grow.

We don't just spend time attracting the best talent. We spend time and resources to keep the best talent. This may include: flexible working hours, mobile and hybrid working arrangements, a great pension and benefits package, as well as programs to foster innovation and leadership.

### Job Requisition Number

JR0000000278

### Employee Group

Non-Union

### Employment Status

Full Time Permanent

### Hours of Work

35 hours per week

### Department

Engineering Services

### Location

This position is eligible for a hybrid work model. When attending an event or meeting in person, your primary office location will be based out of City Hall, 426 Brant Street, Burlington. Work location is subject to change at the discretion of the City due to operational demands.

### Position Overview

Reporting to the Commissioner, Public Works this position will lead a department delivering road design and construction, development engineering and stormwater management, parks and open space design and construction as well as Asset Management and related GIS and Infrastructure Data Management services.

As a key member of Burlington's Leadership Team, you will collaborate with Council, community and staff partners and work and lead according to our City's foundational values of trust, respect, honesty and integrity.

*We thank all applicants and advise that only those to be interviewed will be contacted.*

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## Responsibilities

The Director, Engineering Services:

- Provide vision, leadership and strategic direction to ensure the department's operational decisions and activities are informed by, and compliant with, all applicable acts, legislative requirements, by-laws and policies, the City's strategic goals and sound professional practices and objectives.
- Provide recommendations, guidance and information to residents, business community, Council, internal partners and various levels of government on matters related to Engineering, such as annual road and park reconstruction programs and infrastructure renewal funding needs.
- Represent the department on committees and initiatives of major corporate significance and serve as a critical point of contact for the community, actively developing partnerships and key integrated services that bring value to Burlington's capital works operations and its citizens.
- Integrate strategic planning, operational activities, and the interests and needs of stakeholders, while ensuring fair and responsible decision making and appropriate management of financial, human and physical resources.
- Effectively lead multiple department teams by engaging staff, actively fostering a positive environment and providing development opportunities and mentorship.
- Lead the development and monitoring of annual plans, objectives, strategies, policies, regulations, standards and programs related to the department which includes design and construction, stormwater engineering, infrastructure and data management services.
- Oversee the preparation of departmental budgets, including capital and long-range financial budgets.
- Demonstrate a high degree of integrity and maintain and project an image of trust and public service.

## Requirements

The Director of Engineering will be an experienced, inclusive and collaborative leader who is knowledgeable about the complexities, policies, rules, regulations and standards involved in a municipal capital works context. You have a proven ability to empower and engage your team to deliver exceptional, customer focused services. In addition, you will bring demonstrated political acumen and the ability to build trusting relationships, resolve conflicts, problem solve, negotiate, mediate, facilitate and deliver information to a wide variety of audiences.

Your track record of managing change enables you to effectively communicate a compelling vision while upholding integrity and respect in guiding teams and other stakeholders through organizational changes. Ideally, you also possess the following qualifications:

- University degree in Engineering
- Licensed Professional Engineer in Ontario (P.Eng.)

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- 10-15 years of progressive public works-related experience, preferably in a public sector environment or in a role providing support to the public sector; including management experience.
- Experience with corporate strategic planning processes and in managing financial, human and physical resources;
- Extensive knowledge of the policies, rules, bylaws and regulations governing engineering operations.
- Considerable knowledge of occupational hazards pertaining to capital works maintenance, engineering and construction work and of effective safety control and precautionary methods.

**Salary Range** \$164,130 - \$205,162 (Grade O)

**Posting Close Date** October 22, 2024

**How to Apply** **External Applicants:** please visit [www.burlington.ca/careers](http://www.burlington.ca/careers). Please note that applications are only accepted online. If you require assistance, please contact Human Resources at 905-335-7602.

**Internal Applicants:** current employees must apply for positions through the Jobs Hub application on your City Workday account.

**Accommodations** In accordance with the Accessibility for Ontarians with Disabilities Act, the City of Burlington accommodates the individual needs of applicants with disabilities within the recruitment process. Please call us at 905-335-7602 or email us at: [hr@burlington.ca](mailto:hr@burlington.ca) if you require accommodation to ensure your equal participation in the recruitment and selection process.

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