



Job Opportunity:

Capital Project Manager

Why InnServices?

InnServices Utilities Inc. is a municipally owned, award winning, progressive organization that delivers water and wastewater services in Innisfil, Ontario. With InnServices, you will be part of a cross-functional and collaborative organization that prides itself on safety, innovation & efficiency, quality & reliability, and fiscal prudence.

Our diverse and family-oriented organization values a supportive and respectful culture where employees can grow through training, education and further development opportunities. Our corporate mission is “to provide safe, reliable & Cost-efficient water & wastewater services, through innovation – that are valued by our communities. To foster an inclusive, supportive, family-oriented Utility that values our employees & our communities.”

Why You?

We are looking for a dynamic and forward-thinking individual to manage a multi-disciplinary project team through each phase of assigned projects, ensuring the continued success of the annual Capital Program.

Reporting to the Manager, Utilities Engineering, the Capital Project Manager will manage the design, approvals, tendering, administration and inspection of various capital and operating projects for InnServices Utilities Inc.

The Capital Project Manager will also be responsible for:

- ✓ Assisting in the planning of capital and operating projects for expansions and improvements to InnServices' infrastructure and providing technical advice and guidance with respect to the impact of development on municipal networks
- ✓ Performing site inspections of capital works. Monitoring agreements, and the design and safety of capital works and/or development projects for compliance
- ✓ Issuing orders for non-compliance; providing direction on design changes during the construction of capital works
- ✓ Preparing and administering tender specifications, contracts and documents; preparing and recommending approval with respect to contract changes, extra cost claims, progress payments and/or security reductions
- ✓ Ensuring projects are delivered on scope and schedule, and within budget in accordance with engineering standards

The ideal candidate holds:

- ✓ A University Degree in Civil or Environmental Engineering or Diploma in Civil Engineering Technology.
- ✓ Must possess or be eligible for PEO or CET designation.
- ✓ Minimum of five (5) to seven (7) years experience, in municipal services engineering preferably in water and wastewater.
- ✓ Valid Class 'G' Driver's license and reliable vehicle to use on corporate business.

- ✓ Availability to attend evening meetings or other events, if necessary.

The salary range for this position is \$92,437- \$112,348 per annum (Based on a 35 Hour Work Week)

This full-time position has a competitive benefits package and enrollment in the OMERS Pension Plan.

Closing date is **November 5, 2024.**

To learn more about this opportunity, to access the job description and to apply, please go to the [Employment Opportunities](#) section of our website.

InnServices Utilities Inc. is committed to diversity and inclusion in our workplaces. We are passionate about attracting and retaining individuals who represent the diversity in our own community and beyond, as we work together to best serve our residents. We inspire one another in an inclusive environment where all individuals belong and are valued, respected and uplifted.

We thank all applicants and advise that only those selected for an interview will be contacted. Personal information will be used to determine eligibility for potential employment and is pursuant to the Municipal Freedom of Information and Protection of Privacy Act.

Accommodations for persons with disabilities will be provided, on request, to support candidate participation in all aspects of the recruitment process. To request accommodation, please contact People & Talent.