



Project Manager, Infrastructure Projects

Job #: 2024-53

Date Posted: November 1, 2024

Closing Date: November 16, 2024

Job Type: Permanent Full-Time

A career at the Town of Collingwood is more than a job; it's a pathway to thrive. Here, you'll be part of a leading-edge team that drives progressive, accountable, and sustainable decisions. In Collingwood, we are committed to building a vibrant community through our lively downtown, extensive waterfront, and rich cultural heritage.

If this resonates with you and you're passionate about creating meaningful community impact, then read on!

The Opportunity

Reporting to the Manager, Infrastructure Projects, the Project Manager, Infrastructure Projects is responsible for the implementation of capital projects and maintenance related projects on behalf of the division. The projects will focus on linear and vertical infrastructure and water and wastewater systems, stormwater infrastructure, critical roads and active transportation. This position is required to liaise within the department and throughout the organization, as well as with external consultants and contractors to effectively coordinate and deliver complex projects within the established schedule, budget and scope. The position supports long term planning and asset management of the Town's critical infrastructure. The main duties and responsibilities of the position are in the areas of project management, engineering services, coordination and communication, capital planning, and procurement.

What You Will Do

- Supervise large and small infrastructure projects from conception through construction including water treatment, storage and distribution, wastewater treatment, conveyance and collection, stormwater conveyance and storage, active transportation and critical road infrastructure.
- Act as a resource to provide research, data, interpretation and recommendations based on sound professional engineering practices.
- Ensure consultants and contractors work safely and in compliance with applicable statutes and regulations and with the safe work procedures and directives as established by the division.

- Assist with capital planning and support the compilation of capital budgets and ten-year capital forecast.
- Supervise procurement of major services, materials, supplies and equipment.

Skills and Experience

- Four (4) years of progressively responsible and directly related experience including management of large water and wastewater, multi-million-dollar projects.
- Excellent understanding of municipal water and wastewater infrastructure and process design.
- Excellent mathematical skills with the ability to analyze data, perform calculations and work with large amounts of data.
- Detailed knowledge of municipal infrastructure design, plan review, subdivision and site plan development, stormwater management, traffic and transportation, municipal servicing, lot grading, and contract administration and inspection.
- Thorough knowledge of legislation, standards and guidelines to effectively perform the duties of this role (e.g., MECP, OHSA, etc.).

Qualifications

- Diploma in Civil Engineering or related discipline.
- Possession of an Engineering designation (e.g., P. Eng or CET)
- Project Management Professional certification is considered an asset.

What We Offer

- **Comprehensive benefits and perks:** We offer a diverse range of benefits that cover health, dental, and family assistance, as well as membership in the OMERS pension plan for a secure future.
- **A place to excel:** We don't just support ambitions, we cultivate them. With paid training opportunities, we help shape the skills that are essential to your professional development.
- **A collaborative and supportive team:** We foster a dynamic culture that thrives on the spirit of collaboration. We encourage open communication, value diverse perspectives, and celebrate the strength that comes from teamwork.
- **A fulfilling career:** We understand that job success is rooted in personal well-being and balance. Our dynamic work environment allows you to excel professionally while also being part of the vibrant, adventurous community that is uniquely Collingwood.

Why Collingwood

Located north of Toronto and nestled along the shores of Georgian Bay, Collingwood is a thriving community known for its stunning natural beauty, year-round outdoor

recreation, and welcoming community. It offers the ideal blend of small-town charm and modern amenities, including a vibrant downtown that boasts world-class shops, restaurants, and cafes.

Collingwood's ongoing commercial and residential growth makes it the ideal place to flourish personally and professionally.

Other Important Information

Normal hours of work are forty (40) hours per week. The annual salary range is \$95,888.00 to \$116,521.60 (\$46.10 to \$56.02 per hour).

If building a stronger, more connected community inspires you, we want to hear from you! The Town of Collingwood is using an external agency, BrightMatter HR, to recruit for the Project Manager Infrastructure Projects (Full-Time) position. To review the full job description and learn how to apply, please visit

<https://brightmatterhr.bamboohr.com/careers/42?source=aWQ9MTk%3D>