



Development Review Engineer

The Town of Bradford West Gwillimbury offers a return to small town charm while being one of the country's fastest growing communities. We are a vibrant, thriving community that possess a sense of pride and where community spirit prevails. Our town is committed to being a complete and healthy community where there are opportunities for everyone to contribute and to benefit. We are looking for a motivated professional to support the operations of the Development Engineering division.

Reporting to the Manager of Development Engineering, this position performs complex reviews of engineering plans and engineering related studies and reports.

Duties and responsibilities:

- Carries out advanced technical reviews of complex engineering plans, reports and studies related to development applications such as official plan and zoning bylaw amendments, draft plans of subdivision and detailed engineering design submissions.
- Analyzes information and comments from other departments as it relates to development applications and coordinates a complete technical response on engineering related matters.
- Participates in pre-consultation meetings and provides direction to developers and consultants.
- Assists in the preparation of draft plan conditions, subdivision agreements, site plan agreements and request for proposals to engage consulting services.
- Reviews MECP Applications for water, sanitary and storm for completeness and acceptance.
- Reviews existing municipal infrastructure including but not limited to sewer, catch basins, streetlights, traffic controls for the purpose of confirming information related to development pre-consultation applications and detailed design submissions.
- Arranges or assists in the preparation for public meetings, council meetings, open houses and the Ontario Municipal Board on engineering and related proposals as required.
- Supports other technical staff in the review of other development proposals, additional connection submissions and site alteration and fill applications.

Key Competencies and Qualifications:

- Degree in Civil Engineering or related.
- Possess a Professional Engineer designation through the PEO.
- Minimum of seven years' experience, preferably in municipal services engineering.
- Thorough knowledge of stormwater management, municipal servicing, traffic control, hydrogeological and geotechnical engineering principles.
- Advanced knowledge of construction practices and methods, including the ability to interpret engineering drawings and documents.
- Working knowledge of Ontario Provincial Standards Specifications, Ontario Provincial Standard Drawings, ASTM, AWWA, CSA, CCDC, Ministry of Transportation Design Manuals/Construction Manual, Ontario Traffic Manual, Occupational Health and Safety Act and Construction/Mechanics Lien Act.
- Excellent interpersonal, project/time/records management, organizational, analytical, research, communication, presentation and problem-solving skills.
- Demonstrated proficiency with information technology including CAD, GIS and Bluebeam.
- A valid Ontario class G driver's license in good standing.
- Ability to provide a satisfactory Criminal Record and Judicial Matters Check upon hire.

The position offers a salary range of \$96,731 to \$117,577 (2025 rates) based on a 35 hour work week, plus a competitive benefit package and the option for flexible work arrangements.

To explore these challenging opportunities further, we invite qualified applicants to visit the [current opportunities](#) section of the Towns career site. Closing date for this position is February 26, 2025.

We thank all applicants for their interest. However, only those being considered for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act, and will only be used for candidate selection.

The Town of Bradford West Gwillimbury is committed to equity in employment. As an equal opportunity employer, we are committed to establishing a qualified workforce that is reflective of the diverse population we serve. We encourage applications from Indigenous peoples, racialized people, persons with disabilities, and those who identify as LGBTQ2S+.

The Town of Bradford West Gwillimbury is committed to providing accommodations based on any human rights protected grounds and in accordance with the AODA, throughout the recruitment and selection process. If you require accommodation, please notify us when contacted for an interview and we will work with you to meet your needs.