



**Job Title:** Project Engineer (1 Full-Time & 2 Temporary Full-Time)

<b>Competition Number:</b> INF-36-25	<b>Department:</b> Infrastructure & Operations
<b>Posting Category:</b> Open	<b>Division:</b> Engineering
<b>Job Type:</b> Various	<b>Affiliation:</b> Managerial
	<b>Location:</b> CA-ON-Thunder Bay
<b>Min:</b> CAD \$106,207.24/Yr.	<b>Max:</b> CAD \$124,949.66/Yr.
<b>Pay Band:</b> 11	<b>Number of Positions:</b> 3
<b>Effective Date:</b> December 19, 2011	<b>Supersedes Date:</b> December 19, 2011
<b>Posted Date:</b> March 19, 2025	<b>Post End Date:</b> April 9, 2025

The **City of Thunder Bay** provides exceptional quality of life to those who live, work, and play in Thunder Bay – a culturally vibrant, economically diverse community with a metro population of over 120,000. Located on the north shore of Lake Superior, under the protective watch of the Sleeping Giant, Thunder Bay is rich in people and resources, and connects Northwestern Ontario to the world. We value our high quality of life and promote a clean, green, beautiful, and healthy community that provides economic opportunity, respects diversity, and provides affordable and safe neighbourhoods that are accessible to all.

The City of Thunder Bay is a place where art, culture and nature come together!

**POSITION SUMMARY:** Under the direct supervision of the Manager of Engineering, is responsible for planning and supervising the City of Thunder Bay’s Infrastructure Program.

**MAJOR RESPONSIBILITIES:**

- Participates in the planning, scheduling, and direction of the City’s Infrastructure Asset Management Program and Infrastructure improvements.
- Prepares environmental assessments, designs, plans, specifications, contract documents, detailed cost estimates and performs contract administration for infrastructure projects.
- Participates in the development of the City’s infrastructure annual capital budget.
- Participates in the development of the engineering and development standards.
- Maintains current knowledge on related municipal design trends and regulations and assesses impact to City.
- Prepares general correspondence and reports.
- Assists in the selection and supervises the work of consulting engineers.

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- Liaises with consultants, contractors, developers, utilities, government agencies and railways, as necessary.
- Provides technical direction to engineering office and field staff, as appropriate.
- Participates in traffic and transportation studies.
- Coordinates and provides general supervision of infrastructure construction and site servicing for the development of land including the preparation of agreements for the construction of infrastructure and site servicing.
- Receives, documents, and investigates complaints of by-law violations relating to the grading of land and enforces same.
- Receives, documents, investigates and responds to complaints related to work completed by the Section.
- Attends public, committee, and Council meetings, as required.
- Participates on and represents the City's interests at municipal associations, working groups, committees and other organized forums.
- Performs other such related duties as required.

**QUALIFICATIONS:**

**Education/Experience:**

- Degree in civil engineering and registration as a Professional Engineer in Ontario; and
- Three to five years' civil engineering experience including project planning, design, and construction of municipal infrastructure
- Supervisory experience with technical staff
- Knowledge of relevant legislation, regulations, guidelines, and environmental assessments

**Skills/Abilities:**

- Ability to communicate effectively and concisely, both orally and in writing
- Ability to deliver presentations to a variety of audiences and to skillfully handle on-the-spot questions from senior officials, members of City Council, special interest groups, and the media
- Ability to establish and maintain effective working relationships with members of City Council, private and public officials, co-workers, contractors, consultants, developers and the general public
- Excellent project/time management, analytical/critical thinking, problem-solving, and decision-making skills
- Must have the initiative to work without close supervision
- Must be proficient in the use of computers and current related software, including MS Word, Excel, and Powerpoint, Project, AutoCad Soft Desk, ESRI GIS.
- Must be competent within the meaning of the Occupational Health and Safety Act

**CONDITION OF EMPLOYMENT:**

- Will be required to travel to various work locations and provide own transportation

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**HOW TO APPLY:**

For more details and to apply please visit:

<https://careers.thunderbay.ca/careers-home/jobs/6120?lang=en-us>

**General Information:**

As an equal opportunity employer, the City of Thunder Bay encourages applications from Indigenous peoples, persons with disabilities, members of visible minority groups, women and members of the 2SLGBTQ+ community.

**ONTARIO HUMAN RIGHTS CODE:** It is a contravention of the Human Rights Code of Ontario to discriminate on the basis of: race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, marital status, family status, disability, age, record of offences, gender identity or gender expression. Therefore, a resume submitted to the City must not include references to any of the above characteristics. Do not include:

- Photos
- Any certificates that have photo identification
- Driver's licences
- Police records checks

Note: The above documentation will be requested by the Human Resources & Division should you be the successful applicant. If a Criminal Record Check is required, it will be requested by Human Resources should you be the successful applicant. Please do not submit your Criminal Record Check with your application.

**ACCOMMODATION:** Reasonable accommodations are available upon request for all parts of the recruitment process.

**PRIVACY:** Personal information on the form is collected under the authority of the Municipal Act, c. 302, as amended, and will be used to determine eligibility for employment. Questions about this collection of personal information should be directed to the Human Resources & Corporate Safety Division, 125 Syndicate Ave Suite 42, Thunder Bay, Ontario, P7E 6H8, Telephone: 625-3866