



DEPARTMENT: *Engineering*

STATUS: *Temporary Full-Time (TFT)\**

NO. OF POSITIONS: *One*

UNION: *CUPE, Local 387*

HOURS OF WORK: *35 hours per week*

SALARY: *\$81,779 – \$96,626 annually plus benefits*

We are looking for an individual with senior level management experience for an exciting temporary role with the City of New Westminister’s Engineering Department. Reporting to the Manager, Design and Construction this temporary full-time position will act as the Project Manager while coordinating with the Province of BC, internal departments and external stakeholders to liaise, support and coordinate services for the Patullo Bridge Replacement Project. Duties include ensuring legal and regulatory compliance, establishing, maintaining, and tracking consultant relationships, agreements, coordinating internal design and technical reviews, conducting site visits and participating on behalf of the City at Ministry and agency meetings.

**REQUIREMENTS:**

- Graduation from a recognized University or an Institute of Technology with a Bachelor degree or diploma in civil engineering or a related field; or certification as a certified Engineering Technologist (AsCT, Applied Science Technologist); membership in a relevant professional association plus 7-10 years of related experience (preferably in a Municipal setting), or an equivalent combination of training and experience. Preference will be given for those with PMP (Project Management Professional) Certification.
- Sound experience in administering and coordinating a variety of Municipal infrastructure projects.
- Experience in administering Master Municipal Construction Documents (MMCD) and Canadian Construction Documents Committee (CCDC) contracts would be an asset.
- Experience in managing multi-year capital programs would be an asset
- Sound experience in the RFP process, coordination and management of budgets related to the work, administration and oversight of contractor and consultant agreements and project delivery.
- Familiarity with property transactions, including land transfers, license agreements, and acquisition and disposition.
- Considerable knowledge of the development servicing process and of the applicable department policies, procedures, standards and by-laws.
- Considerable knowledge of Municipal engineering design principles including the preparation of plans, specifications, contract documents and related materials.
- Ability to prepare, read and interpret plans, specifications, technical reports, contract documents and related materials.
- Ability to prepare technically accurate designs required for Municipal infrastructure projects, and ability to review drawings for conformance with applicable municipal by-laws and standards.
- Sound experience in monitoring construction projects ensuring satisfactory completion.
- Sound knowledge of the methods, materials and equipment used in the construction of Municipal infrastructure projects and of survey methods and functions.
- Sound knowledge of the functions and responsibilities of various internal departments and external agencies as related to the work performed.
- Ability to administer and oversee assigned development projects, collect, analyze and/or synthesize technical, statistical, costing and related data and information.
- Strong ability to perform planning, research and analytical tasks, apply statistical techniques and communicate effectively in oral and written form.
- Ability to establish and maintain effective working relationships with people at all levels, both inside and outside of the City.
- Ability to prepare and maintain records, reports (including reports to Council), correspondence and various other work-related materials.
- Valid BC Driver’s License (asset).

*\*This is a 2-year term with the possibility of an extension.\**

To apply, please send your **cover letter and resume in one document** quoting the competition number, **by January 31, 2022** to the Human Resources Department, City of New Westminister, 511 Royal Avenue, New Westminister BC V3L 1H9, e-mail to [hr@newwestcity.ca](mailto:hr@newwestcity.ca) using the following format in the subject line: **LAST NAME First Name #22-05**

*To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest. New Westminister is on the unceded and unsurrendered land of the Halq'eméylem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land. We are learning and building relationships with the people whose lands we are on. We thank all applicants for their interest and advise that only those selected for an interview will be contacted. This position is only open to those legally entitled to work in Canada*