



Employment Opportunity City Of Port Alberni **City Engineer**

The City of Port Alberni is looking for a **City Engineer** to join a progressive and dynamic organization, leading our Engineering team. Reporting to the City's Chief Administrative Officer, this position will work closely with Operations to ensure the delivery of effective municipal systems. This position is responsible for supervisory, administrative and professional engineering work, including maintaining an effective municipal infrastructure plan. We are looking for a Professional Engineer who is a results-oriented team player.

The City of Port Alberni is a community of 17,500 people. Located centrally on Vancouver Island, Port Alberni is a well-served municipality that offers residents affordable west coast living, as well as proximity to oceanfront, lakes, rivers and mountains.

Responsibilities

- Plan, coordinate and supervise the work of the Engineering team
- Prepare and manage annual Engineering department and Capital Plan budgets
- Oversee and manage the long-term infrastructure plan for the City
- Complete design work for engineering projects as well as oversee and manage engineering work undertaken by staff and/or consultants
- Manage engineering record keeping, mapping, GIS and engineering-related permits
- Provide effective leadership to the Engineering team

Qualifications & Experience

- Professional Engineer (recognized by APEGBC)
- Minimum of 5 years' experience working in municipal engineering services, OR an equivalent combination of training and experience
- Experience in contract management and administration
- Knowledge of the policies, rules and regulations applicable to municipal engineering projects and services
- Knowledge of civil engineering principles, administrative practices and techniques as applied to municipal engineering
- Strong interpersonal, communication, leadership and teambuilding skills
- Ability and desire to work in a collaborative manner with a wide range of stakeholders
- Valid driver's license for the Province of British Columbia

This is an exempt position. A competitive salary is offered in addition to a comprehensive benefit package. For additional information, including a full job description, please go to <http://www.portalberni.ca/employment-opportunities>.

Qualified individuals may apply by forwarding a resume and cover letter by November 14, 2016:

Attention: Krista Tremblay, Manager of Human Resources
By mail: City of Port Alberni, 4850 Argyle Street, Port Alberni, BC V9Y 1V8
Emailed to: humanresources_resumes@portalberni.ca

We wish to thank all applicants for their interest and advise that only those selected to be interviewed will be contacted.

Opportunity Profile: City Engineer



The Community & Organization

A unique and beautiful waterfront community that boasts many amenities for visitors and residents alike

A vibrant waterfront community at the heart of Vancouver Island on the picturesque West Coast, the City of Port Alberni (Port Alberni) is situated along the head of the Alberni Inlet, a long narrow arm of the ocean stretching inland from Barkley Sound. Home to a population of over 17,500, Port Alberni exhibits an affordable and inclusive community lifestyle, and celebrates a robust and diverse blend of natural, historical, cultural, and geographic resources.

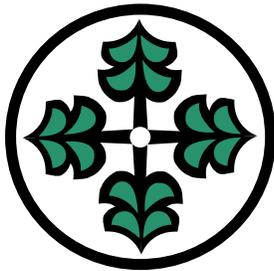
Port Alberni and the surrounding region have thrived for decades through an economy based on the processing of natural resources, industrial infrastructure, and a favorable climate for agriculture, commercial fishing, and tourism. Offering a wide range of outdoor attractions, including seaside parks, mountain hiking and bike trails, saltwater and freshwater sport-fishing, and wildlife viewing, Port Alberni

takes pride in its identity as a port community, home to a diversified economy of industry and commerce as well as wide variety of residential opportunities and recreational services. The City recognizes the waterfront and surrounding environment as its greatest natural asset, and strives to establish a sense of harmony and integration between its residents, tourists, arts, cultural expression, and values of innovation and enhanced quality of life.

Port Alberni is committed to creating a safe and healthy community, and is dedicated to providing accessible facilities and operational services to all residents, in keeping with its vision of a strong and diverse community that supports small businesses, agriculture, tourism, and family life.



The Opportunity



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The Opportunity

Nature and Scope of Work

This is professional engineering and administrative work in planning, coordinating and supervising the operations of the Engineering Department services and capital projects and in determining the methods and procedures for the design, construction and maintenance of such services and projects in accordance with Acts, bylaws, policies and sound engineering and administrative practices. The City Engineer reports to, and acts as an advisor to the City's Chief Administrative Officer on engineering policies, procedures and objectives, ensures for the efficient operation of the Engineering Department and exercises a high degree of initiative, judgement, and authority on all engineering problems and matters. At times the City Engineer interacts directly with City Council. Work performance is reviewed and evaluated by the CAO in terms of effective administration of the Engineering Department.

Illustrative Examples of Work

- Plans for the long term maintenance and renewal of existing City-owned infrastructure, and for the development of new infrastructure.
- Plans, organizes, coordinates and directs the operations, projects and programs of the Engineering Department in accordance with sound practices and objectives, applicable policies, legislation and bylaws.
- Plans, assigns, supervises and reviews, directly and through subordinates, the work of staff engaged in engineering, drafting, surveying, inspection, technical and operational duties.
- Meets and deals with contractors, consultants, developers, public utility and business representatives, government officials and the public on Engineering department matters.
- Performs design work for engineering projects such as streets, sewers, waterlines and parking lots.
- Acts as an advisor to the CAO in establishing policies and procedures related to work of the department. Assists the CAO in advising City Council on these matters.
- Attends Council, committees and other meetings as required, presents reports on departmental activities and projects and provides advice, assistance and information to the public on problems and complaints relative to departmental operations.
- Devises methods and procedures relative to the design, construction and maintenance of engineering projects in conformance with sound engineering practice.
- Participates in the preparation of departmental budgets: prepares costs analyses, reports, records, correspondence and other technical and administrative material as required.
- Develops long-range objectives, plans and programs for the department, and provides advice and direction in preparation or revision of specific bylaws.
- Assists in hiring, disciplinary matters, layoffs and terminations, as well as in processing employee grievances, arbitration hearings and related labour relations matters.
- Liaises with the Manager of Operations to ensure the delivery of effective municipal systems.
- Performs related work as required.



The Person

Knowledge, Skills, and Abilities

- Extensive knowledge of the policies, rules, bylaws and regulations governing departmental operations.
- Thorough knowledge of the principles and practices of civil engineering as applied to the design, construction and maintenance of municipal engineering projects and services.
- Thorough knowledge of modern management practices and principles as applied to municipal engineering operations.
- Considerable knowledge of occupational hazards pertaining to public works maintenance and construction work and of effective safety control and precautionary methods.
- Ability to administer and direct a moderate-sized engineering department and provide a high degree of effective leadership.
- Ability to plan, implement and coordinate programs and advise authorities as to economic and engineering feasibility of proposed projects.
- Ability to prepare estimates, budgets and administrative and technical reports covering operations of the department.
- Ability to establish and maintain effective working relationships with City, governmental, business and union officials and representatives, staff and the general public.
- Ability to plan, coordinate and supervise directly and indirectly the work of subordinates engaged in engineering operational, technical and other tasks.
- High degree of administrative and engineering skill and resourcefulness.

Qualifications and Experience

- Professional Engineer (recognized by APEGBC).
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- Knowledge of civil engineering principles, administrative practices and techniques as applied to municipal engineering.
- Strong interpersonal, communication, leadership and teambuilding skills.
- Ability and desire to work in a collaborative manner with a wide range of stakeholders.
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Launch Your Career

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More Information:

For more information on our organization and community please visit: www.portalberni.ca

