



## PROJECT MANAGER, PERMANENT

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**Closing Date:** October 9, 2020 - 4:30 pm

**Department:** Engineering & Development Services

**File Number:** SV20-77

**Hours:** Monday to Friday 8:30 a.m. to 4:30 p.m.; overtime as required

**Salary:** \$73,098 - \$87,022 per annum (Benefits/Pension/Vacation)

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### **PURPOSE AND SCOPE:**

Reporting to the Manager of Engineering, this position is responsible for the design, contract preparation, project management and public liaison of municipal infrastructure improvement projects including roads, bridges, sidewalks, sewers, watermains, intersection improvements, watercourses/drainage improvements, storm water management facilities and parks and recreation type projects.

### **EDUCATION/SPECIALIZED TRAINING/SKILLS:**

#### Essential (minimum) Qualifications:

- Graduate of Community College Civil Engineering Technology Program or equivalent with OACETT membership.
- Must possess and maintain a valid class "G" driver license

#### Asset (preferred) Qualifications:

- Post-secondary education in project management or a related field.

### **WORK EXPERIENCE:**

#### Essential (minimum) Qualifications:

- Three to five years minimum related engineering or project management experience.

#### Asset (preferred) Qualifications:

- 3 to 5 years minimum experience in a municipal environment.
- Possess familiarity and knowledge of standards and specifications such as OPSS, TAC, Ministry of Environment guidelines.
- Possess familiarity and knowledge of the Occupational Health and Safety Act, Highway Traffic Act, Ontario Water Resources Act, Public Transportation and Highway Improvement Act, Fisheries Act, Ontario Construction Act, On-Site and Excess Soil Management regulations, etc.
- Possess excellent interpersonal, time and project management skills.
- Possess excellent organizational, analytical, verbal and written communication skills.

**Job Description Available Upon Request**

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## **How to Apply:**

[www.belleville.ca/employment](http://www.belleville.ca/employment)

*Personal information and any supporting material will be administered in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). We thank all applicants who apply but advise that only those selected for an interview will be contacted.*

*The City of Belleville is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise the Human Resources Division to ensure your accessibility needs are accommodated throughout this process.*

*Applicants will be required to provide at their own expense a satisfactory criminal reference check dated within the past six (6) months and if deemed a requirement of the position, a driver's abstract to the Human Resources Department on or before the date of the interview but no later than the commencement of employment if selected.*