



SENIOR PROJECT MANAGER, PERMANENT

Closing Date: September 25, 2020 - 4:30 pm

Department: Environmental Services

File Number: SV20-62

Hours: Monday to Friday 8:30 a.m. – 4:30 p.m. (overtime as required)

Salary: \$80,966 - \$96,388 per annum (Benefits/Pension/Vacation)

PURPOSE AND SCOPE:

Reporting to the Manager of Environmental Services, this position is responsible for project management and contract administration of municipal infrastructure projects including sewers, watermains, pumping stations, reservoirs, water and wastewater facilities, drainage improvements and storm water management facilities.

EDUCATION/SPECIALIZED TRAINING/SKILLS:

Essential (minimum) Qualifications:

- University degree in Civil or Mechanical Engineering.
- Registered as a Professional Engineer in the Province of Ontario.
- Must possess and maintain a valid class “G” driver license.
- Demonstrated ability to read, interpret and understand legislation and similar documentation.

Asset (preferred) Qualifications:

- Additional post-secondary education in project management or asset management.

WORK EXPERIENCE:

Essential (minimum) Qualifications:

- Minimum five years’ experience in design and contract administration of primarily municipal water and wastewater infrastructure projects, all while registered as P. Eng. in Ontario.
- Possess excellent interpersonal, time and project management skills.
- Possess excellent organizational, analytical, verbal and written communication skills.

Asset (preferred) Qualifications:

- Minimum 3 years’ experience working in a municipal environment.
- Experience in both, linear infrastructure, and facilities.
- Working knowledge of standards and specifications such as OPSS and AWWA.
- Working knowledge of Ministry of Environment guidelines.

- Working knowledge of the Occupational Health and Safety Act, Highway Traffic Act, Ontario Water Resources Act, Fisheries Act, Ontario Construction Act, Environmental Protection Act, and associated regulations.
- Familiarity and aptitude with mechanical and equipment systems and facility/plant infrastructure.

Job Description Available Upon Request

How to Apply:

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.