

The County of Dufferin is an upper tier municipality which sits on the fringe of the Greater Toronto Area, about 100 km northwest of Toronto. It is largely a rural county with three urban settlement areas. The region is well known for its rivers, rolling hills and excellent outdoor recreation opportunities. The UNESCO World Biosphere Reserve, the Niagara Escarpment and the world famous Bruce Trail, run through Dufferin offering spectacular vistas and hiking opportunities. Home to over 61,000 residents the area boasts fabulous restaurants, shopping and amenities. We are currently recruiting for a:

ENGINEERING PROJECT MANAGER (Permanent Full Time)

JOB ID: C63-21	LOCATION: Remote & 30 Centre St., Orangeville
JOB TYPE: Permanent Full Time (Non-Union)	DEADLINE TO APPLY: 4:30 p.m. on October 29, 2021

Reporting to the Manager of Engineering, the Engineering Project Manager provides leadership, technical advice, and administrative support to the Public Works Engineering division regarding in-house engineering design, contracts, construction, inspections, policies, procedures and asset management. This role acts as a liaison between other County departments, outside agencies, stakeholders and the public, helping to facilitate the overall workflow and service delivery of the Engineering division.

What you'll do

- Provide frequent technical support to the Manager of Engineering and the Director of Public Works/County Engineer with respect to road and bridge design, roadway safety, etc.
- Lead a team of engineering staff to effectively plan and execute Capital Infrastructure projects from the preliminary design stage to final assumption by the County.
- Secure approvals from Conservations Authorities, Ministries, Provincial, Federal, etc. to enable assigned projects to proceed.
- Manage divisional procurement efforts.
- Regularly visit construction sites to assess quality of work and progress of work and liaise with on-site Engineering staff to inform subsequent steps to ensure that work progresses according to the contract documents and required legislation.
- Review project related invoices and payments and project related expenditures against budgets for assigned projects.
- Serve as the key point of contact and provide technical review on all utility and private development applications as well as general correspondence with various community stakeholders, community groups, and conservation authorities
- Act as liaison and point of contact with all key project specific stakeholders including other internal County Departments, external municipal personnel, permitting agencies, etc.
- Foster a healthy, safe and positive work environment that embraces and values diversity, equity and inclusion
- Stand in for the Engineering Manager as required

What you'll bring

- Post-secondary degree or diploma in Civil Engineering or a related program.
- Certified Engineering Technologist (C.E.T.) or Professional Engineer designation.
- Five (5) years experience in a municipal public works department or related environment.
- Extensive project coordination and project management experience in the areas of highway and bridge construction.
- Experience with surveying using GPS, total station and various other technologies.
- Strong conflict management, negotiation and inter-personal skills; proven organizational and analytical skills.
- Excellent communication and interpersonal skills
- Strong Team management and leadership skills
- Strong working knowledge of engineering practices, related government legislations and standards, and municipal government best practices.
- Thorough working knowledge of Ontario Provincial Standard Specifications, Ontario Provincial Standard Designs, Transportation Association of Canada Guidelines.



- Proficiency in working with desktop design software including; AutoCAD Civil 3D and Map, Microsoft Office software including, Word, Excel, Outlook, PowerPoint and Access.

What we can offer YOU!

- A competitive hourly wage ranging between \$41.52 – \$48.59;
- Comprehensive health benefits and enrollment in a defined benefit pension plan;
- Access to an Employee and Family Assistance Program;
- Unlimited access to live and interactive webinars offered by the Canadian Centre for Diversity and Inclusion (CCDI);
- A supportive and collaborative work environment.

Ready to apply?

Interested applicants are invited to submit a resume and cover letter before the closing date and time to:

hr@dufferincounty.ca

As an organization, we have made a commitment to diversity, equity, inclusion and belonging and are at the beginning of this journey. We recognize the value of diverse perspectives and lived experiences, and the importance of creating an environment that embraces and supports these. We are committed to creating and fostering a workplace where all employees, regardless of race, colour, ancestry, creed (religion), place of origin, ethnic origin, citizenship, sex (including pregnancy), gender identity and expression, sexual orientation, age, marital status, family status, and disability feel a sense of dignity and belonging. As such, we seek to attract, develop, and retain highly talented employees with a variety of identities and backgrounds, in order to better reflect the growing diversity of our region.

All applicants are thanked for their interest. Only those selected for an interview will receive a response. Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection and will not be used for any other reason. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.

