

Recruitment Details

The City of Winnipeg is a vibrant and dynamic organization with many opportunities!
We offer a diverse and welcoming work environment that delivers quality services to our citizens.

Project Engineer (Permanent on a Temporary Basis – Up to 3 Year Term)

Water and Waste Department
Engineering Division
Posting No: 117478

Closing Date: January 28, 2019

Job Profile

Under the direction of the Branch head – Wastewater Planning and Project Delivery, the Project Engineer carries out project management and administration for projects in, wastewater collection, treatment, and basement flooding relief. The Project Engineer is responsible for the execution, completion and implementation of capital projects, including planning, design, consultant selection, contract administration, start-up and turnover. The Project Engineer conducts detailed review and approval of deliverables from consultants and in-house resources to ensure optimization of programs. The successful candidate is responsible for chairing project teams and advisory groups. The successful incumbent also conducts engineering studies.

As the Project Engineer you will:

1. Initiate and maintain control of projects in conformance with aims, goals, policies, and objectives of the organization.
2. Make effective use of people and resources required for and involved in projects.
3. Ensure that projects will satisfy the technical, financial and organizational needs for which it was undertaken.
4. Administer all aspects of the capital budget for a project and ensure that projects are completed within the approved budget.
5. Administer project schedules.
6. Ensure proper collection and dissemination of project information.
7. Identify, analyze and respond to project risks.
8. Acquire goods and services from outside organizations as necessary to complete the project.
9. Obtain required approvals/permits/licenses from other City and Provincial Departments, as required.
10. Provide engineering services for the upgrading of existing and/or the construction of new facilities and equipment, and other services, as required.
11. Ensure proper collection and dissemination of project information.
12. Chair technical advisory committee meetings.
13. Administer one or more consultants on various projects.
14. Ensure compliance with Workers Compensation legislation, Human Rights Legislation, Safety Regulation and Safe Work Practices.
15. Perform other related duties consistent with the classification, as required.

Your education and qualifications include:

1. Bachelor's Degree in Civil, Biosystems, or Mechanical engineering.
2. Master's Degree in Environmental / Civil Engineering is desirable.
3. Professional Engineer designation and eligible for registration with Engineers Geoscientists Manitoba is required.
4. Relevant years of experience in a field related to the duties of the position.
5. Demonstrated ability to communicate effectively, both verbally and in writing.
6. Must possess strong computer skills in word processing, spreadsheets, MS Office and MS Project.
7. Demonstrated knowledge in project management processes and procedures, including project accounting and cost management, scheduling, resource management, risk management, dispute avoidance and dispute resolution.
8. Must be able to work effectively with clerical, administrative, technical and managerial staff.
9. Ability to work independently and in a team environment.
10. Must possess a sound knowledge of the implementation of engineering related skills.
11. Must have a sound knowledge of project management principles.
12. Demonstrated leadership capabilities, and the ability to direct staff and effectively plan and schedule work.
13. Demonstrated ability to establish and maintain positive working relationships with employees at all levels of the organization, external contacts and the public, in accordance with the Respectful Workplace Standard.
14. Must be familiar with materials and methods as applied to construction of municipal services and structures.
15. Must have, or be able to acquire within twelve (12) months of the appointment, a thorough knowledge of City/Departmental policies, procedures, Standard Construction Specifications, General Conditions, Purchasing Policy and applicable Provincial Legislation.

Conditions of employment:

1. Professional Engineer designation and eligible for registration with Engineers Geoscientists Manitoba.
2. A Police Information Check satisfactory to the employer will be required from the successful candidate, at their expense.
3. Must possess and maintain a valid Manitoba Class 5 Driver's Licence.

CORE COMPETENCIES for ALL EMPLOYEES OF THE CITY OF WINNIPEG:

- Citizen & Customer Focus
- Respecting Diversity
- Ethics and Values
- Integrity and Trust
- Results Oriented

How To Apply

APPLY ONLINE, including all documentation listed below:

1. Current resume AND Application Form (**Required**).
2. Cover letter.

Applications submitted without REQUIRED documentation will not be considered.

If you do NOT have access to a computer/email, please apply, including all documentation listed above, to: Staffing Branch, HR Services, Main Floor – 510 Main Street, Winnipeg, MB by **4:30 P.M., January 28, 2019.**

Notes

Online applications can be submitted at <http://www.winnipeg.ca/hr/>. For instructions on how to apply and how to attach required documents please refer to our [FAQ's](#) or contact 311. The City of Winnipeg uses the [Korn Ferry Leadership Architect Competency Model](#) as part of the recruitment process.

The salary range for this position is \$2,866.81 to \$3,850.71 bi-weekly.

The successful applicant may be required to provide a vehicle for transportation while on City business, subject to the terms and conditions of the City Transportation Policy.

Applicants may be required to undergo testing to determine their knowledge, abilities, and skills as they relate to the qualifications of the position.

We have great benefits and competitive salaries, and we are committed to ongoing learning and career development!

WE SEEK DIVERSITY IN OUR WORKPLACE. INDIGENOUS PERSONS, WOMEN, VISIBLE MINORITIES, AND PERSONS WITH A DISABILITY ARE ENCOURAGED TO SELF-DECLARE.

Only candidates selected for interviews will be contacted. Requests for Reasonable Accommodation will be accepted during the hiring process.