

Senior Plan Examination Engineer - Electrical

Department: Planning, Property and Development Department

Designated Work Location (DWL): Mezzanine 83 - 30 Fort Street - Hybrid with DWL

Position Type: Permanent, Full-time

Salary: \$3,291.01 - \$4,430.43 bi-weekly (Grade 5)

Posting No: 124926

Closing Date: September 12, 2024

Providing a wide range of services to over half of all Manitobans, The City of Winnipeg is one of the largest employers in Manitoba. We provide a comprehensive range of benefits and career opportunities to our employees. These include competitive salaries, employer-paid benefits, dental and vision care, pension plans, and maternity/parental leave programs. Additionally, we offer education, training, and employee development opportunities to ensure that our employees are equipped with the necessary skills to advance in their careers.

Our Benefits web page provides detailed information about the benefits we offer, and we encourage you to visit it for further information at [City of Winnipeg Benefits](#). We take pride in fostering a [respectful](#), [diverse](#), safe, and healthy workplace where our employees can thrive and achieve their full potential.

Flexible work arrangements, which may include flexible hours, remote work, or a hybrid of remote work may be available; subject to review and approval. Please note that Employees who are approved to work remotely are responsible for and must demonstrate that they are available to return to their Designated Work Location and/or other work location to attend meetings or attend other tasks that occur in person.

The City is committed to attracting and retaining a diverse skilled workforce that is representative and reflective of the community we serve. Applications are encouraged from equity groups that have been and continue to be underrepresented at the City; Indigenous Peoples, Women, Racialized Peoples, Persons with Disabilities, 2SLGBTQQA+ Peoples and Newcomers are encouraged to self-declare.

Requests for Reasonable Accommodation will be accepted during the hiring process.

Preference to internal applicants may be applied.

Job Profile

Under the general direction of the Commercial Plan Examination Administrator the Senior Plan Examiner P. Eng. Electrical provides leadership and direction to the Electrical Plan Examiner P. Eng. and Plan Examiner 1/2/3 staff tasked with Electrical plan examination reviews within the Commercial Plan Examination Branch. Duties and responsibilities include, supervision over Electrical Plan Examiner P. Eng. and Plan Examiner 1/2/3 assigned to Electrical review, assigning and managing electrical review processes, providing by-law and code interpretations, problem solving, continual review, evaluation, and improvement of the Branch programs including plan examination delivery, meeting service timelines, policies, by-laws, codes and systems.

As the *Senior Plan Examination Engineer - Electrical*, you will:

- Deliver plan examination services related to by-law and code compliance for evaluation of plans for new construction, additions and

alterations, including assistance and advisement to Permit Application Centre, Inspections and Occupancy.

- Responsible for compliance of all relevant legislation, acts, by-laws, codes, policies and regulations related to commercial and industrial buildings by Branch staff.
- Research, evaluate, develop, assist in developing, support and implement new policies, procedures, systems and alternative methods of service delivery.
- Train, recruit of Electrical Plan Examiner P. Eng. and Plan Examiner 1/2/3 and coordination with Application Centre, Inspections, Occupancy, and other branches and departments.
- Evaluate buildings and installation, construction materials, fire safety systems, techniques and technology to ensure compliance with by-laws and code requirements.
- Perform other duties and special assignments as required, consistent with this classification.

Your education and qualifications include:

1. Registered Engineer in good standing with the EGM.
2. Ten (10) years in regulatory and/or building construction/consulting, specifically dealing with codes, municipal by-laws and regulations relating to the appropriate discipline electrical.
3. Experience in application of Building Code to new and existing buildings.
4. Experience with Fire Code and Energy Code (Mechanical/Electrical).
5. Supervisory experience including recruitment, work flow management, performance management and delivering discipline.
6. Experience in conflict resolution and mediation techniques.
7. Experience related to plan review of commercial development is an asset.
8. Experience using AMANDA database is an asset.
9. Thorough knowledge of electrical construction and design related to all types of commercial or residential or industrial construction.
10. Thorough knowledge of the Manitoba Building Code and Winnipeg Building By-law.
11. Electrical – Must have thorough knowledge of Canadian Electrical Code and the Winnipeg Electrical By-law and related by-laws, standards and regulations.
12. Electrical - Knowledge and understanding of Manitoba Fire Code and Manitoba Energy Code is an asset.
13. Strong problem solving and decision-making skills.
14. Strong organizational skills with the ability to multi-task and work in a deadline driven environment.
15. Ability to implement alternative methods of service delivery and business/strategic plans.
16. Ability to deal firmly and diplomatically with Contractors, Engineers, Architects, elected officials, property owners, the public and others.
17. Ability to interpret and enforce by-laws, codes and standards and convey this information to others associated with the work.
18. Ability to communicate effectively in writing to both internal and external stakeholders.
19. Ability to verbally communicate effectively.
20. Ability to develop and deliver training sessions and/or to arrange for additional required training as required to fully develop both individuals and teams.

***IMPORTANT:** Applicants who have been educated outside of Canada must have education which is comparable to the minimum qualification in Canada.

Applicants submitting foreign credentials require an official academic assessment report issued by a recognized [Canadian assessment service](https://canalliance.org/en/) <https://canalliance.org/en/> at application.

Conditions of employment:

1. The successful candidate must maintain legal eligibility to work in Canada. If the successful candidate possesses a work permit, it is their responsibility to ensure the permit remains valid.
2. A Police Information Check satisfactory to the employer will be required from the successful candidate, at their expense. To obtain Police Information Check information please visit <https://www.winnipeg.ca/police/services/online-record-checks>.
3. May be required to obtain and maintain a Winnipeg Police Service Level 2 Security Clearance or other relevant security clearance in order to perform the duties in restricted areas.
4. Must be able to attend off-site inspections as required.
5. Must be physically capable of performing the duties of this position which consists mainly of general office work.

APPLY ONLINE, including all documentation listed below:

1. Current resume (**Required**).
2. Applications submitted without REQUIRED documentation will not be considered.

Your application documents must clearly indicate how you meet the qualifications of the position.

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.

Hours of Work: 8:30 am to 4:30 pm

Employee Group: WAPSO

Position Reports To: Commercial Plan Examination Administrator

Only candidates selected for interviews will be contacted.