

## **Project Engineer – Water Planning**

**Department:** Engineering Services Division, Water and Waste Department

**Designated Work Location:** 1199 Pacific Avenue - Hybrid

**Position Type:** Permanent, Full-time

**Salary:** \$3,013.10 - \$4,047.21 bi-weekly, W.A.P.S.O. Grade 4

**Posting No:** 125677

**Closing Date:** April 3, 2025

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 staff 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, 2SLGBTQQIA+ 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 Water Planning and Project Delivery Branch Head, the Project Engineer carries out project management and administration of planning studies and/or projects in drinking water supply, treatment and distribution. 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 incumbent also conducts engineering studies.

### **As the *Project Engineer*, you will:**

1. Administer capital projects in accordance with the City of Winnipeg Project Management Manual.

2. Initiate and maintain control of projects in conformance with aims, goals, policies, and objectives of the organization.
3. Make effective use of people and resources required for and involved in projects.
4. Ensure that projects will satisfy the technical, financial and organizational needs for which it was undertaken.
5. Administer all aspects of the capital budget for a project and ensure that projects are completed within the approved budget.
6. Administer project schedules.
7. Ensure proper collection and dissemination of project information.
8. Identify, analyze and respond to project risks.
9. Acquire goods and services from outside organizations as necessary to complete projects.
10. Obtain required approvals/permits/licenses from other City and Provincial Departments, as required.
11. Provide engineering services for the upgrading of existing and/or the construction of new facilities and equipment, and other services, as required.
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. Performs other related duties consistent with the classification, as required.

**Your education and qualifications include:**

1. Bachelor of Science Degree in Engineering.
2. Minimum five (5) years' experience in a field directly related to the duties of the position.
3. Knowledge in project management processes and procedures, including project accounting and cost management, scheduling, resource management, risk management, dispute avoidance and dispute resolution.
4. Knowledge of municipal infrastructure, construction and operations, including water treatment process operations, distribution, and servicing.
5. Demonstrated experience with construction materials, methods and practices, including job site safety.
6. Electrical/instrumentation knowledge is preferred.
7. Must have strong computer skills in MS Office and MS Project.
8. Must have strong demonstrated problem solving and analytical abilities.
9. Demonstrated ability to manage multiple time constraints and prioritize workloads.
10. Demonstrated technical and non-technical verbal and written communication skills.
11. Must have strong interpersonal skills, including leadership and the ability to work in teams, facilitate teambuilding, conduct meetings and possess strong negotiation skills.
12. Must demonstrate an ability to provide direction effectively and efficiently in the planning and scheduling of 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.

**\*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 applicant must maintain legal eligibility to work in Canada. If the successful applicant 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.
3. Must possess and maintain a valid Class 5 Manitoba Driver's License. The successful applicant will be required to provide a driver's notice in force document upon request.
4. Professional Engineer designation and registered with Engineers Geoscientists Manitoba (E.G.M.).

**APPLY ONLINE, including all documentation listed below:**

1. Current resume (**Required**).
2. Cover letter.
3. 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, Monday through Friday**

**Employee Group: WAPSO**

**Position Reports To: Water Planning and Project Delivery Branch Head**

1. Applicants may be required to undergo testing to determine their knowledge, abilities, and skills as they relate to the qualifications of the position.
2. The various work environments that the position may encounter during the course of a normal working day may subject the employee to noxious odors, gas, dust and occasional exposure to adverse weather. An employee working in these environments must practice safe working habits and adhere to safety policies and guidelines.
3. 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.
4. The successful applicant will be required to complete job specific training required for this position as directed.

**Only candidates selected for interviews will be contacted.**