

Job Title: Project Engineer Enterprise Asset Management - Corporate Asset and Maintenance Management

Req ID: 1445

Business Unit: Infrastructure and Water Services

Division: Corporate Asset and Maintenance Mgmt

Regular/ Auxiliary: Regular

Rate of Pay: \$58.76 - \$65.98 per hour

Hours of Work: 70 hours bi-weekly

Posting Date: June 16, 2025

Closing Date: Open until filled, submission review to begin on July 4, 2025

Summary

The Capital Regional District (CRD) serves as the regional government for 13 municipalities and three electoral areas across the stunning southern Vancouver Island and the Gulf Islands. We offer a workplace where employees can reach their full potential, engage in meaningful work, and build lasting connections with colleagues and communities.

*Infrastructure & Water Services plays a vital role in ensuring safe drinking water and fostering a resilient water supply, alongside the efficient management of the region's wastewater systems. The CRD is embarking on exciting initiatives such as the **Regional Water Supply Master Plan** and the **Core Area Wastewater Program**—projects that will shape the future of water and wastewater services for generations to come. The **Regional Water Supply Master Plan** alone recommends critical projects to be implemented over the next 30 years, presenting significant opportunities for those committed to innovation, sustainability, and community impact.*

If you're passionate about contributing to vital infrastructure projects, supporting operational efficiency, and enhancing the well-being of our communities, we invite you to join our team. Here, you'll be part of a group of dedicated professionals working on high-impact projects that make a tangible difference in the lives of the people we serve. Be part of something special—an opportunity to work in one of the most beautiful places on Earth while contributing to the future of water and wastewater services.

The Project Engineer, Enterprise Asset Management (EAM) leads and supports projects for the EAM program, including the planning, design, procurement, implementation, and optimization of software and processes for asset information collection and reporting. The Project Engineer, EAM is part of a collaborative and multi-disciplinary team advancing asset management initiatives for the organization. The initial focus of this position is to plan and implement asset and work management software for water and wastewater services. This position reports to the Manager, Asset Management within the Corporate Asset and Maintenance Management Division, which provides centralized asset management functions for the organization.

Key Duties & Responsibilities

- Lead EAM projects, including planning, design, implementation, and optimization of software and processes for asset information collection and reporting.
- Monitor and report on the roadmap and timeline for phased project implementation and ongoing continuous improvements of EAM across the organization.

- Act as the primary contact with consultants and external stakeholders; provide contract oversight and administration, including overseeing, directing, liaising and negotiating with contractors and consultants.
- Follow project management principles to lead and deliver projects within the EAM program; develop, implement and oversee project related scope of work, schedules and budgets.
- Prepare reports and memos on program updates for project sponsors and stakeholders; present updates as required.
- In partnership with divisional staff, develop and implement standards and processes to identify and collect asset information throughout the asset life cycle for capital planning, capital project delivery, financial reporting, and operation and maintenance activities.
- Review and assess existing asset information to evaluate data quality, accuracy, and completeness as well as data storage and maintenance, and advise on continuous improvement measures in alignment with EAM program.
- Provide professional and technical expertise, guidance and direction on EAM program activities; act as a resource to staff members on EAM related matters.
- Provide guidance and direction for EAM training, including technical support to staff using EAM software.
- Lead and/or assist services to implement and optimize EAM solutions based on corporate standards and guidelines.
- Lead and support the completion of actions and targets within the Corporate Asset Management Strategy, as assigned.
- Explain difficult concepts and persuade others to adopt a point of view and actively works to encourage teamwork, collaboration, and efficiency.
- Identify data and functional requirements for EAM that serve the needs of all functions using asset information.
- Prepare written reports and presentations that can be understood by internal/external stakeholders.
- Follow all policies, procedures and standards of the CRD.
- Perform other related duties as required.

Additional Information

- None

Key Skills & Abilities

- Excellent verbal and written communication skills, including the ability to build and maintain strong and effective relationships.
- Strategic and analytical thinking, problem solving abilities, and time management skills.
- Demonstrated experience in project management delivering complex and diverse initiatives.
- Strong knowledge of computerized data processing and analysis.
- Ability to create comprehensive project plans, including scope, schedule, budget, resources, and risk management strategies.
- Demonstrated experience with collaboration, diplomacy, strong communication and relationship building skills to maintain highly engaged multi-disciplinary project teams.
- Motivates, supports and empowers others to achieve organizational and asset management goals.
- Proficiency and experience working with a variety of software such as Excel, PowerBI, ArcGIS, SAP and EAM solutions.
- Excellent presentation skills with demonstrated ability to communicate complex, technical information to non-technical and technical audiences.

- Ability to conceptualize and analyze problems from different viewpoints and utilize big picture thinking with a service-oriented mindset.
- Knowledge of change management methods (e.g., Prosci-ADKAR).

Qualifications

- Degree in a related discipline
- A minimum of 10 years' directly related experience

Certifications

- Professional engineering (P.Eng.) designation with Engineers and Geoscientists British Columbia (EGBC) or eligibility for designation.
- Valid BC Driver's Licence Class 5

APPLICATIONS

To apply for this exciting opportunity, please visit our careers site <https://www.crd.bc.ca/about/careers> and click "Apply now" on the **Project Engineer Enterprise Asset Management** to submit your resume and covering letter online.

We welcome all qualified applicants to apply and may consider a combination of experience, education and/or training where possible.

The Capital Regional District wishes to thank you for your interest and advises that only those candidates under active consideration will be contacted.

