Defining the Role:
Under the direction of the Director of Development Services, performs work related to design and survey, estimating costs of capital projects, short and long-term planning relating to the City’s infrastructure, as well as supervises a crew of employees.

Examples of Work Performed:
1. Supervise and direct Engineering Technicians and Design Engineer/Technologists;
2. Prepare designs, specifications, and cost estimates for City infrastructure construction and reconstruction projects;
3. Prepare tender and contract documents, and the administration of contract work;
4. Assist with the supervision of capital project construction including co-ordination of hired equipment, materials and City employees;
5. Prepare reports as required on all aspects of Development Services’ functions;
6. Assist in the preparation of short and long-term plans to ensure integrity of the City’s infrastructure;
7. Review subdivision applications, site servicing plans for building applications, etc.;
8. Prepare financial information on local service area project funding formulas, grants, etc.;
9. Assist in developing and monitoring a Maintenance Management Programme;
10. Function as instrument man and draftsman in field and office, as required;
11. Answer and respond to public enquiries or complaints;
12. Prepare and implement work and equipment schedules;
13. Verify and sign time cards for crew and administer the Collective Agreement;
14. Assist in the preparation of the annual operating and capital budget;
15. Emergency call outs, standby and shift work may be required;
16. Other duties, as required.

Minimum Training and Experience:
1. Secondary school graduation;
2. Diploma in Engineering Technology;
3. Minimum five years’ related experience;
4. Good working knowledge of the "Sansys", "Hydsys" and "Waterworks" computer models;
5. Good working knowledge of Maintenance Management and Cost Accounting systems;
6. Strong analytical skills;
7. Ability to analyze performance and cost data, develop unit costs, and establish cost effective work practices based on performance and cost data;
8. Ability to interpret and apply blueprints, drawings, specifications, standards and regulations;
9. Supervisory experience;
10. Computer experience;
11. Good working knowledge of WorkSafeBC Regulations and the Motor Vehicle Act, as it pertains to the work involved;
12. First Aid Training;
13. Ability to work independently and to accomplish tasks and assignments;
14. Ability to deal effectively with employees, City staff, contractors and the public;
15. Good written and oral communication skills;
16. Valid Class 5 B.C. Driver’s Licence.
The above statement is a general description of the principal functions of the job identified and shall not be construed as a detailed description of all the work requirements that may be inherent in the job.

2007 WAGE RATE: $30.69
2008 WAGE RATE: $31.30
2009 WAGE RATE: $31.93