

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.

Design and Specification Engineer

Engineering Services
Water and Waste Department
Posting No: 118389

Closing Date: October 2, 2019

Job Profile

Under the general supervision of the Design and Construction Engineer, the Design and Specification Engineer coordinates the production of designs, preparation of contracts and undertakes project management for capital and current budget works relating to expansion and rehabilitation to Department infrastructure using in-house staff and outside specialist consultants. The incumbent manages and coordinates the preparation, updating and revisions to the Standard Construction Specifications and the Product Approvals Registry for Underground Works to reflect enhancements to construction materials and methods.

As the *Design and Specification Engineer* you will:

1. Undertake and coordinate project studies, designs and specification preparation for infrastructure extension and rehabilitation.
2. Oversee and manage the delivery of assigned Capital projects in accordance with City of Winnipeg policies and procedures.
3. Manage and maintain the Underground Works Section of the Standard Construction Specifications (SCS).
4. Manage and maintain the product Registry for Underground Works.
5. Monitor and undertakes research in the development of new and revised water and sewer infrastructure standards and specifications to enable assessment for applicability to Winnipeg and for incorporation into the SCS.
6. Administer projects' capital budgets and expenditures.
7. Undertake the acquisition and provision of consulting engineering services.
8. Provide input into contract administration when project proceeds to construction to coordinate technical and construction requirements.
9. Coordinate dissemination of project information and respond to inquiries from the public, media, elected officials, stakeholder groups and other departments.
10. Obtain required approvals/permits/licenses from other City Departments and Federal and Provincial regulatory authorities.
11. Identify, analyze and respond to project risks.
12. Ensure compliance with safety regulations and safe work practices.
13. Undertake other administrative activities, as assigned.

Your education and qualifications include:

1. Must possess a Bachelor's of Science Degree in Civil Engineering.
2. Must have three years' prior experience directly related to the duties of the position or an equivalent combination of training and experience will be considered.

3. Demonstrated experience in designing and cost estimating and specifying requirements for expansion and rehabilitation of municipal works for water, wastewater, land drainage and solid waste facilities.
4. Thorough knowledge of materials and methods as applied to construction of municipal services and structures.
5. Demonstrated ability to establish and maintain positive working relationships with employees at all levels of the organization, external contracts, consultants, contractors, suppliers, Councillors, and the public in accordance with the Respectful Workplace Standard.
6. Ability to communicate effectively in both technical and non-technical written and verbal reports.
7. Ability to use applicable software for engineering, technical and management applications.
8. Ability to work independently with minimal supervision and make recommendations based on mature judgement.
9. Thorough knowledge of hydraulics, as applied to municipal services.
10. Thorough knowledge of project management and project control principles and methods.
11. Thorough knowledge of standards, specifications, codes and legislation applicable to municipal materials and methods.
12. Ability to organize, coordinate and control a large number of projects.
13. Must have, or be able to acquire in a reasonable period of time, a thorough knowledge of the occupational hazards and the safety precautions and regulations that are applicable to the positions' area of work.

Conditions of employment:

1. Professional Engineer designation and registered with Engineers Geoscientists Manitoba (E.G.M.).
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.

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 \$2,895.48 to \$3,889.22 bi-weekly.

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

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 will be required to provide a Notice of Driver's Licence In Force document upon request.

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.