



The **DISTRICT OF CENTRAL SAANICH** is seeking an experienced
SENIOR ENGINEERING TECHNICIAN/TECHNOLOGIST (Pay Grade 79)

Competition Number 2022-02 (Repost)

The District of Central Saanich, located on the Saanich Peninsula of Southern Vancouver Island enjoys the reputation of being among the best locations in Canada to work, live and play. Central Saanich is bounded on both the east and west by ocean and is known for its scenic rolling countryside and bounty of farms. This community of 18,000 residents has a vibrant, small village character and includes the Tsawout and Tsartlip First Nations; and it is central to all amenities of the Greater Victoria area.

The Senior Engineering Technician/Technologist oversees technical programs and services provided by the Engineering and Public Works Department. The incumbent is responsible for the planning, design, contract tendering, construction co-ordination and financial control of engineering projects and for the on-going administration of various programs related to municipal engineering infrastructure, which may include roads & drains and/or water & sewer. All work is carried out under the general direction of the Manager, Infrastructure; however, considerable latitude for the use of independent judgement and initiative is needed in all phases of the work. The incumbent works closely with community members, consultants, District employees, and a variety of outside agencies to ensure the success of projects.

Please see the attached job description for further information on the duties and requirements of the role.

To ensure the health and safety of our workplace, all external applicants are required to provide proof of being fully vaccinated for COVID-19 as a condition of employment.

The pay rate for this regular full-time 7 hour per day, Monday to Friday position is \$46.56 to \$50.36/hr (2022 rates). Interested candidates are invited to submit their resume and covering letter, quoting the competition number to resume@csaanich.ca. This competition will stay open until filled.

The District of Central Saanich thanks applicants for their interest, and advises that only those candidates under active consideration will be contacted.



Job Description
Senior Engineering Technician/Technologist
(Engineering and Public Works)
(pay grade 79)

General Accountability

The Senior Engineering Technician/Technologist oversees technical programs and services provided by the Engineering and Public Works Department. The incumbent is responsible for the planning, design, contract tendering, construction co-ordination and financial control of engineering projects and for the on-going administration of various programs related to municipal engineering infrastructure, which may include roads & drains and/or water & sewer. All work is carried out under the general direction of the Manager, Infrastructure; however, considerable latitude for the use of independent judgement and initiative is needed in all phases of the work. The incumbent works closely with community members, consultants, District employees, and a variety of outside agencies to ensure the success of projects.

Illustrative Duties

- Plans, directs and co-ordinates engineering work related to a variety of municipal services such as: streets, roads, sidewalks, water supply, wastewater disposal, storm drainage, traffic management, transportation planning and parks and green spaces
- Performs project management coordination, including the preparation of project plans, monitoring schedules, budgets and technical aspects for compliance, working toward ensuring project outcomes are achieved and handover is successful
- Co-ordinates field inspections and collects engineering data for analysis and future program reference
- Supports the development of asset management plans including ageing infrastructure planning, capital programming and utility rates planning
- Reviews construction plans and development proposals submitted to the District for approval; inspects utility installations and service hook-ups, consults with professional engineers on such matters and prepares follow-up notices of approval, correspondence, billing notices and related departmental documentation
- Provides work direction to others on various engineering projects
- Conducts research into engineering best practices and programs and prepares reports recommending action
- Prepares work orders for public works crews and provides technical support and advice as required
- Employs specialized computer software programs to simulate supply and demand requirements for municipal utility systems and develops information databases using such systems
- Provides information and advice to the general public on matters related to municipal works and handles inquiries and complaints arising from engineering programs and services
- Meets with residents, contractors, outside agencies and representatives of neighbouring

- municipalities to resolve problems or issues of mutual concern
- Acts as liaison with various organizations and agencies related to environmental issues and impact assessments
- Provides technical information and advice to other municipal departments for community planning
- Completes applications for federal and provincial infrastructure grants
- Administers regulatory bylaws related to soil deposit and removal, erosion control, blasting, etc., conducts investigations, issues permit approvals, initiates field and office meetings, handles complaints, issues correspondence and prepares reports and recommendations for senior staff
- Maintains liaison with a variety of internal and external contacts regarding specific aspects of work programs, assists in preparing budget estimates for proposed capital projects, local improvements and various maintenance, development and construction work within the municipality
- Oversees the work of Consulting Engineers/Contractors to ensure consistency and adherence to the District's Engineering Standards
- Follows all corporate policies and processes
- Participates in emergency training and duties as required
- Performs other duties related

Knowledge, Skills and Abilities on the Job

- Considerable knowledge of municipal, civil and structural engineering principles and construction methods and materials
- Ability to perform engineering design work and to prepare cost and quality estimates, draft reports, plans and drawings
- Strong project management skills to see a project from inception to completion and handover
- Good working knowledge of water distribution and wastewater collection systems; streets, roads and sidewalk construction; and the day-to-day administration of traffic and transportation planning programs
- Through knowledge of the methods and techniques related to land survey and drafting and the use of municipal information systems (GIS)
- Good working knowledge of computer modelling techniques and related software used to determine supply and demand requirements for municipal water and wastewater and pavement management systems
- Good working knowledge of records management and the need for appropriate documentation in all areas of municipal engineering and public works
- Ability to carry out project planning, prepare engineering designs, and develop cost estimates for construction projects or maintenance programs while working within established budgetary limits
- Ability to supervise and evaluate the work of contractors and sub-contractors
- Ability to read and interpret engineering drawings, plans, reports, specifications and maps and to ensure that all work performed adheres to established engineering standards and principles
- Ability to plan, assign, and direct the work of one or more junior engineering technologists and to provide needed technical support to public works field crews
- Ability to establish and maintain effective working relationships with internal and external contacts including elected officials, other government agencies, utilities, consultants, and members of the public
- Strong MS Office skills (Word, Excel, Outlook and Teams) and those software programs related to the work (i.e. Tempest)
- Strong verbal and written communication skills

Requirements

- Diploma in Civil or Structural engineering technology, OR a Degree in Engineering AND five (5) years related experience in a local government or consulting engineer setting
- A current valid class 5 B.C. Driver's License
- For Technologists/Technicians- the incumbent must be registered with the Applied Science Technologists & Technicians of BC (ASTTBC) and will be supervised by a Professional Engineer (P. Eng.) registered in BC; Engineering candidates must be Registered, eligible for registration as P.Eng. with Engineers and Geoscientists BC

Approved by CAO: _ original signed _____ Date: _____

Signature of Director: _____ Date: _____