



Toronto is Canada's largest city with a diverse population of about 2.6 million people. It is Canada's economic engine and one of the greenest and most creative cities in North America. Toronto's government is dedicated to prosperity, opportunity and liveability. Join the award winning Toronto Public Service as a Senior Engineer.

## **Senior Engineer**

**File Reference #: X10CSB20191**

### **Major Responsibilities:**

The Senior Engineer provides professional and technical advice to the Manager, Road Operations and technical support to the Area Road Superintendents on any issues relating to the maintenance of the road allowance.

- Manages municipal infrastructure capital and surface maintenance related projects, including permanent utility cut repairs, ensuring effective teamwork and communication, high standards of work quality and organizational performance and continuous learning
- Manages the day-to-day operation of all assigned supervisory, technical and administrative staff, including the scheduling, assigning and reviewing of work. Authorizes and controls vacation and overtime requests; monitors and evaluates staff performance, makes recommendation on salary increments and conducts discipline when necessary
- Plans and directs the work of contractors and consultants
- Develops, reviews and implements detailed plans and recommends policies regarding program specific requirements
- Manages all contract documents (i.e. street sweeping and flushing, bridge maintenance and repairs, utility cut repairs, sidewalk and curb repairs, catch basins maintenance and repairs, ditches/culverts, road resurfacing, roadway crack sealing, boulevard maintenance and repairs), winter maintenance activities (roadway ploughing, salting and snow removal), contractual payment certificate preparation, conflict resolution and labour relation participation
- Conducts research into assigned area ensuring that such research takes into account developments within the field, corporate policies and practices, legislation and initiatives by other levels of government
- Ensures that the project expenditures are controlled and maintained within approved budget limitations

- Participates in the preparation of capital and operational budgets. Deals with complex cost-sharing arrangements for the construction of municipal infrastructure
- Identifies, evaluates and provides technical expertise and recommendations for the resolution of contract issues, compliance programs, prosecutions, property, by-law, environmental and risk management issues and public safety in compliance with the city policies and by-laws. Ensures compliance within guidelines by acting as a signing authority
- Represents the Division at meetings with public, stakeholders and councillors. Represents the Division as a technical specialist at project and organizational meetings with planners, administrators, and contractors and other external service providers as well at hearings at the Ontario Municipal Board, court proceedings and other tribunals
- Prepares Committee and Council reports, presentations, Request For Proposals, Request For Quotations, contract plans, specifications and estimates for tenders, evaluates tendered bids and makes recommendations for award of contracts
- Oversees and evaluates the work performance of external service providers with respect to quality, timeline, cost and completion of required tasks
- Secures permits and approvals as required from external agencies
- Reviews, finalizes and certifies contract payments and implements quality control/quality assurance for construction
- Maintains relations with councillors, public, consultants, public utility companies, government agencies, developers, suppliers and contractors. Establishes and maintains linkages to other units in the City to co-ordinate input and ensure effective partnership
- Analyzes the continuous improvement and control measures for quality, efficiency and effectiveness of services and formulates recommendations
- Ensures the proper maintenance of all required operating records
- Performs site inspections and assessments of changed conditions on construction projects as required
- Performs project management for all winter and summer maintenance contracts for the District

#### **Key Qualifications:**

1. Must be a qualified Engineer as defined by the Professional Engineers of Ontario.
2. Demonstrated success as a project manager with extensive experience in a Professional Engineering capacity in all areas of expertise.
3. Extensive knowledge of the principles of civil engineering, materials and methods of construction.
4. Extensive knowledge of the principles of winter maintenance and its various applications as it relates to municipal service delivery.
5. Good knowledge of general computer software including Microsoft Windows XP, Excel and Word.
6. Demonstrated ability to plan, supervise and direct the work of technical and administrative staff, contractors and consultants
7. Highly developed personal, interpersonal and group skills with the ability to communicate at all organizational levels
8. Ability to communicate effectively both verbally and in writing and prepare sound technical reports.
9. Familiarity with the City's Procurement and Financial Procedures policies.
10. Extensive knowledge of the Ontario Occupational Health and Safety Act, Construction Lien Act and related government, labour, employment and human rights legislation.
11. Possession of a valid Province of Ontario Driver's License and daily access to a vehicle.

**Salary:** \$84,302.40 - \$104,559.00 annually

**Number of vacancies:** One

**Job status:** Permanent  
**Job Type:** Non-union

This opportunity is intended for external applicants only. Employees must apply through the Internal Job Posting Board on the City's Intranet within the internal job posting closing date.

To apply for this position, please visit our website at [www.toronto.ca/employment](http://www.toronto.ca/employment) and click on "Current opportunities"

**Please do not send duplicates.**

Applications must be received by **July 30, 2010.**

Please note that applicants must be legally entitled to work in Canada.

Committed to employment equity, the City of Toronto encourages applications from Aboriginal peoples, people with disabilities, members of visible minority groups and women.

Accommodation will be provided in all parts of the hiring process as required under the City of Toronto's [Employment Accommodation](#) policy. Applicants need to make their needs known in advance.

We thank all applicants and advise that only those selected for an interview will be contacted.

