



DIRECTOR OF ENGINEERING & DEVELOPMENT SERVICES, PERMANENT

Closing Date: September 20, 2019 - 4:30 pm
Department: Engineering & Development Services
File Number: SV19-117
Salary: \$120,735 - \$143,732 per annum

PURPOSE AND SCOPE:

The Director's position reports to the Chief Administrative Officer and is responsible for all Engineering and Development services functions in the City.

This position provides overall direction, guidance and coordination to the Engineering and Development Services Department which includes Engineering (capital works projects, and the design, management, and administration of municipal infrastructure) and development (Land Use Planning, Site Plan and Subdivision Control, Administration of the Building Code, Property Standards and By-law Enforcement).

The position is responsible for ensuring that all sections of the Department operate as efficiently and effectively as possible.

EDUCATION/SPECIALIZED TRAINING/SKILLS:

Essential (minimum) Qualifications:

- A University Degree in Civil Engineering and Registered as a Professional Engineer in the Province of Ontario AND/OR Undergraduate or post graduate degree from a recognized planning program and Registered as a Professional Planner in the Province of Ontario.

Asset (preferred) Qualifications:

- Demonstrated proficiency with the use of computers and software (including MS Office and AutoCAD)

WORK EXPERIENCE:

Essential (minimum) Qualifications:

- Twelve (12) years progressive experience in an engineering, development and construction/infrastructure related environment.

Asset (preferred) Qualifications:

- Five (5) years senior management experience (preferably in a municipal environment).
- Experience in development services (Land Use Planning, Site Plan and Subdivision Control, Administration of the Building Code, Property Standards and By-law Enforcement).
- Experience in engineering services (capital works projects, and design, management, and administration of municipal infrastructure)
- Good understanding of the principles of business administration and operation of municipal corporations with demonstrated excellence in public relations and customer service

Note: Different combinations of education and experience may be considered at the discretion of the Chief Administrative Officer

Job Description Available Upon Request

Apply By Email:

hrgeneral@belleville.ca

Personal information and any supporting material will be administered in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). We thank all applicants who apply but advise that only those selected for an interview will be contacted.

The City of Belleville is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise the Human Resources Division to ensure your accessibility needs are accommodated throughout this process.

Applicants will be required to provide at their own expense a satisfactory criminal reference check dated within the past six (6) months and if deemed a requirement of the position, a driver's abstract to the Human Resources Department on or before the date of the interview but no later than the commencement of employment if selected.