

Engineering Technologist III

Why Guelph?

When you join the City of Guelph, you join a team of over 2000 employees who deliver services the community relies on every day. Together, we are bringing to life Guelph's vision of an inclusive, connected, and prosperous city where we look after each other and our environment. As a single tier municipality, we offer a variety of occupations and career specialities within our organization. Guided by the goals and objectives of the Future Guelph: Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning, the candidate will aid in the achievement of the Community Vision for an inclusive, connected, prosperous city.

What we offer

We offer competitive wages and comprehensive benefits to meet the needs of our diverse employees. Many of our positions offer:

- Paid vacation days, increasing with years of service
- Paid personal days;
- Hybrid and flexible work arrangements;
- Defined benefit pension plan with OMERS, including 100-per-cent employer matching;
- Extended health and dental benefits, including Health Care Spending Account;
- Employee and Family Assistance Program;
- Parental leave top up program;
- Learning and development opportunities including tuition assistance
- Employee recognition programs.

Position overview

Resumes are being accepted for the position of **Engineering Technologist III** within the Engineering and Transportation Services. Reporting to the Manager Development and Environmental Engineering, the Engineering Technologist III will contribute and learn in a challenging and productive professional engineering environment dealing with review and approval of development applications with a focus on quality customer service and continuous improvement processes. Guided by the goals and objectives of the City of Guelph Corporate Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning, the candidate will aid in the achievement of the Community Vision for an inclusive, connected, prosperous city.

Key duties and responsibilities

- Review/Approve technical engineering plans and studies as they relate to development applications such as site plan, zoning by-law amendment, official plan amendment, plan of subdivision, and condominium. Topics to review/approve include, but are not limited to: grading, drainage, servicing (sanitary, storm water, and water), storm water management, transportation and noise

- Review/Comment on engineering aspects of Committee of Adjustment applications, including variances and severances.
- Complete site inspections, when needed, to further evaluate a development application
- Complete reviews for legal services including, but not limited to, encroachments, easements, private property transaction agreements, absolute title, and laneways.
- Respond to general servicing inquiries pertaining to development plans and infrastructure capacity
- Respond to lot drainage and grading complaints
- Provide technical information for other City departments and external customers
- Perform other related duties as assigned

Qualifications and requirements

- Considerable experience related to the duties listed above, normally acquired through a 3-year diploma in Civil/Environmental Engineering Technology or equivalent field of study and minimum 5 years' experience in municipal engineering related to development and/or civil engineering. Candidates with an equivalent combination of education and experience may be considered.
- Must be certified or eligible for certification as an Engineering Technologist by OACETT.
- Must possess a valid G driver's licence and have a good driving record. Successful candidates will be required to provide a current driver's abstract prior to their start date to confirm their licence is held in good standing and that it has not been suspended or revoked under the Highway Traffic Act (HTA) or Criminal Code of Canada in the last 5 years. The City of Guelph will take into consideration the number of demerit points and/or nature of the infractions to determine if it meets our requirements.
- Knowledge of relevant regulations, guidelines, procedures and legislation including Ministry of Environment, Conservation and Parks Water, Wastewater and Storm Water design guidelines
- Must have a working knowledge of MS Word, Excel and Outlook. Knowledge of municipal engineering and GIS software applications such as MIDUSS, PCSWMM, InfoWater, InfoSWMM and Amandaetc. would be considered an asset
- Strong interpersonal and team skills with demonstrated leadership, change management, negotiation, and problem solving skills
- Possess excellent written communication skills; able to prepare clear, effective reports, letters and memoranda
- Possess excellent verbal communications skills; able to deliver information to development applicants in person and by phone in a clear, concise manner
- Demonstrate a commitment to continuous improvement and customer service
- Ability to work effectively in both team situations and be a self-starter able to work with minimal supervision
- Ability to provide a solution oriented, customer service approach using good judgement, creativity and strategic thinking
- A satisfactory Police Record Check (including vulnerable sector check) would be required at time of offer

Hours of Work

35 hours per week Monday to Friday between the hours of 8:30 am and 4:30 pm. Occasional work outside these hours may be required to attend meetings.

Pay/Salary

CUPE 973 Grade: 11: \$43.02 – \$52.83

How to apply

Qualified applicants are invited to apply using our **online** application system by **April 3, 2024**. Please note all applicants must complete the online questionnaire specific to this position at the time they submit their resume and cover letter in order to be considered. Proof of qualifications will be requested at the interview stage.

Please visit the job posting listed on our careers page and click on the "Apply for this job" button. Instructions will follow.

The City of Guelph is an equal opportunity employer that values diversity in the workplace. We are therefore happy to accommodate any individual needs in keeping with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If you require an accommodation in order to participate in the hiring process, please contact us to make your needs known in advance.

Personal information collected through the recruitment process will be used solely to determine eligibility for employment. We thank all candidates in advance; however, only those being considered for an interview will be contacted.