



Director, Engineering

Job Status: Permanent Full-Time

Union: Non-Union

Number of Positions: 1

Hours of Work: 35

Location: Civic Centre, 315 King Street W, Chatham, ON N7M 5K8

Reason for Vacancy: Replacement

Closing Date: Please submit a resume and cover letter by 11:59pm EST on **July 8th**. Applications received after this deadline will not be accepted. To apply, please visit: www.ckcareers.ca.

The Municipality of Chatham-Kent has an opening for a permanent full-time Director, Engineering in the Engineering Services division.

The position

The Director, Engineering is responsible for technical and operational leadership of municipal engineering initiatives and projects. The role includes executing a wide variety of engineering initiatives, providing policy input, developing capital plans and budgets. The role oversees the municipality's linear assets related to transportation, water, wastewater and storm/drainage, infrastructure development and facilities capital delivery. The Engineering department develops work plans, in alignment with the Asset Management Plan and in collaboration with the asset owners, for asset replacement and rehabilitation, capital improvements, and infrastructure expansions related to approved Master Plans.

The Community of Chatham-Kent

Join the Municipality of Chatham-Kent—world renowned for friendly people, spectacular outdoor water recreation and also known as the “Classic Car Capital of Canada”. A single tier municipality, Chatham-Kent is located between Lake Erie and Lake St. Clair, and covers a large geographical area of 2,500 sq. km and boasts a storied past as a car manufacturing powerhouse. Each community in Chatham-Kent has its own unique character and history, and all enjoy the safe and affordable lifestyle that makes the region popular. Chatham-Kent has become a sought-after place for relocation and as such, our population has steadily been increasing and diversifying. Lead by a team of experienced, professional, and passionate leaders, CK is becoming one of the most desired teams to join.

Essential responsibilities

- Demonstrate Chatham-Kent's core values and competencies.
- Lead a team in a fast-paced and constantly changing environment.
- Provide technical guidance, direction, and leadership support to staff responsible for the management and administration of divisional projects.
- Responsible for the design and construction of linear municipal infrastructure (roads, water/wastewater, traffic signals, bridges and culverts, stormwater and drainage systems, and active transportation (trails, sidewalk and cycling facilities), management of traffic and transportation issues and development engineering review for Chatham-Kent.
- Responsible for the delivery of engineering services to assist in the operation of the water distribution systems and wastewater collection systems owned by the Public Utilities Commission for the Municipality of Chatham-Kent, administration of the service level agreement and oversee the Consolidated Linear Infrastructure Environmental Compliance Approval (CLI-ECA) program.

- Responsible for the delivery of engineering services for the new major capital infrastructure as well as the rehabilitation, reconstruction of existing infrastructure for corporate Facilities and Park and Recreation infrastructure.
- Through analysis of asset condition and service impacts, and development of maintenance management programs including prioritizing and reviewing inspection and maintenance reports in conjunction with the Asset Management Section, as well as construction of new municipal assets
- Coordinates, reviews, and prepares technical/engineering recommendations on development applications including Official Plan, Secondary Plans and Amendments, zoning applications and site plan applications.
- Develops and administers the capital and operating budget for the Engineering Division and ensures that expenditures are controlled and maintained within approved budget limitations, leads the negotiations of contractual terms and conditions, and the finalization of agreements with consultants and contractors. Oversees the maintenance of up-to-date asset information through data collection and as-builts and complete on-time condition assessments.
- In collaboration with asset owners and the Asset Management Section, provides input for priority setting for capital construction programs and long-term budget planning.
- Implements effective financial management processes by ensuring capital initiatives are supervised, expenditures are monitored and approved, and discrepancies reconciled so that divisional budgets are implemented in accordance with corporate policy and council direction.
- Ensures accurate interpretation and application of legislation, codes and by-laws by establishing policies and standard operating guidelines. Monitors performance of staff and reviews and modifies plans so that diligent application of the legislative intent is accomplished.
- Demonstrates commitment to personal and professional development by remaining current with new legislation, regulations, technology, and organizational theory.
- Lead division in the research and implementation of innovative design and procurement practices to produce infrastructure solutions that provide the highest value.
- Senior administrative representative at Drainage Board meetings.
- Liaise with and present to internal (Council, Executive Management Team), external organizations and the public on divisional initiatives.
- Lead ongoing implementation of design standards including annual review and revisions.
- Drives continuous improvement and change while effectively managing risk; ensures organization plans are linked to strategic priorities and objectives.
- Develop and maintain positive working relationships with development community, including developers, contractors, and consultants.
- Participate, as required, on internal committees focused on various initiatives.
- Works in accordance with the provisions of applicable Health and Safety legislation and all corporate and departmental policies and procedures related to Occupational Health and Safety.
- Perform 'Acting General Manager' duties as required.

Education & training

- University degree, preferably in civil or mechanical engineering, and professional designation.
- Six (6) to ten (10) years of related experience.
- Management experience in a multi-stakeholder, preferably municipal, environment with public accountability. Proven ability to function as a member of a leadership team and build consensus amongst diverse cross-boundary teams. Strong conflict resolution, negotiation, mediation, and facilitation skills.
- Management experience in engineering design, construction and lifecycle asset management for facilities, sidewalks, roads, bridges and culverts, sanitary and storm sewers, water mains, drainage systems, traffic, cycling and transit.
- Experience in the preparation of contract documents, technical reports, and reports to Council or external agencies or third parties.

- Knowledge of the Official Plan and the zoning-by-law to manage complex development engineering projects.
- Experience and knowledge of all applicable federal, provincial, and local laws, codes and regulations including the Municipal Act, Environmental Protection Act, Safe Drinking Water Act, Ontario Water Resources Act, Source Water Protection legislation, MECP regulations, Local Improvement Act, and Drainage Act.
- Familiarity with and the ability to interpret legislation such as Accessibility for Ontarians with Disabilities Act (AODA), Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), Occupational Health and Safety Act as well as the Employment Standards Act.
- Demonstrated managerial experience including strategic planning and human resource management within a unionized environment.
- Experience in the preparation of operating and capital budgets, forecasting and expenditure management.
- Strong project management and customer service skills.
- Excellent verbal and written communication skills with the ability to communicate with all levels of staff, external contractors, and the public.
- Strong computer skills including Microsoft Word, Excel, PowerPoint, email and internet (or other similar software programs)

Other qualifications

- Post-secondary education/courses in project management, drainage, transportation and asset management would be an asset.

Certifications, memberships, licenses

- Professional engineering (P. Eng.) designation required.
- Certified Asset Management Professional (CAMP) and Project Management Professional Certification (PMP) is an asset.
- Post-graduate business administration or public administration certificate an asset.

Work environment/hours of work

- This position works mostly indoors
- This position works weekday hours, with occasional evening and weekend hours, and on call after hours and on weekends

Working Remotely

This position has been approved for remote working, at the discretion of the supervisor based on the Working Remotely Policy.

This position may be required to attend on-site meetings in order to complete essential responsibilities of the role. As per the Working Remotely Policy, employees scheduled to work remotely on a certain day may occasionally be called to a municipal onsite work location on short notice. Employees must remain flexible to accommodate municipal requirements and be prepared to be called in on short notice.

Driver's license requirements

Because of the responsibilities, this position requires the successful candidate to have a valid class G (or higher) Ontario driver's licence; a driver's abstract will be conducted by the Municipality of Chatham-Kent. An acceptable driver's abstract will: be an original document and current (within the previous thirty (30) days); have no more than four (4) demerit points; have no more than two (2) convictions for the same offence; have no criminal code convictions; have no 'non-medical or administrative' license suspension in the preceding three (3) years; because this position may be required to drive their own vehicle, a reliable vehicle is also required.

Background check requirements

Successful candidates will be required to complete a background check prior to commencement of employment. A background check may include the following: Police Criminal Record Check, education/certification verification, and employment reference check.

Essential physical and/or safety requirements

- Walking: frequent walking on level surface
- Sitting: frequent sitting in chair and/or vehicle seat
- Standing: frequent standing indoors and outdoors
- Hands: frequent fine finger dexterity (movement), gripping, pinching, mousing

Benefits

This permanent full-time position has an annual salary of \$160,679 to \$189,235 and will receive benefits including: participation in the OMERS pension plan (mandatory) as well as sick and vacation entitlements. Following successful completion of a 3-month waiting period, candidates will also be entitled to a comprehensive group benefits package.

Applying for this opportunity

Resumes and cover letters must be received by **11:59pm (EST)** on **Wednesday July 8, 2026**. To apply, please visit: www.ckcareers.ca.

The Municipality of Chatham-Kent is an equal opportunity employer, committed to fair and accessible employment practices that attract and retain talented employees in a workplace that is inclusive, supportive, and reflective of the diverse community we serve.

The Municipality does not use artificial intelligence or automated decision-making tools in its recruitment or selection processes; all hiring decisions are made by people.

Should you require accommodations during the recruitment process, please contact Human Resources & Organizational Development (HROD) at 519-360-1998. Applicant information is collected under the authority of the Municipal Freedom of Information and Privacy legislation and will be used strictly for the purpose of candidate selection.