

Project Engineer

Department: Water and Waste

Division: Wastewater Services

Designated Work Location: 2230 Main Street (N.E.W.P.C.C.), Hybrid

Position Type: Two Permanent Positions

Salary: \$3,013.10 - \$4,047.21 bi-weekly, W.A.P.S.O. Grade 4

Posting No: 124140

Closing Date: January 25, 2024

Providing a wide range of services to over half of all Manitobans, The City of Winnipeg is one of the largest employers in Manitoba. We provide a comprehensive range of benefits and career opportunities to our employees. These include competitive salaries, employer-paid benefits, dental and vision care, pension plans, and maternity/parental leave programs. Additionally, we offer education, training, and staff development opportunities to ensure that our employees are equipped with the necessary skills to advance in their careers.

Our Benefits web page provides detailed information about the benefits we offer, and we encourage you to visit it for further information at [City of Winnipeg Benefits](#). We take pride in fostering a [respectful](#), [diverse](#), safe, and healthy workplace where our employees can thrive and achieve their full potential.

Flexible work arrangements, which may include flexible hours, remote work, or a hybrid of remote work may be available; subject to review and approval. Please note that Employees who are approved to work remotely are responsible for and must demonstrate that they are available to return to their Designated Work Location and/or other work location to attend meetings or attend other tasks that occur in person.

The City is committed to attracting and retaining a diverse skilled workforce that is representative and reflective of the community we serve. Applications are encouraged from equity groups that have been and continue to be underrepresented at the City; Indigenous Peoples, Women, Racialized Peoples, Persons with Disabilities, 2SLGBTQQIA+ Peoples and Newcomers are encouraged to self-declare.

Requests for Reasonable Accommodation will be accepted during the hiring process.

Preference to internal applicants may be applied.

Job Profile

Under the general direction of the Senior Project Engineer, the Project Engineer carries out project and operational program management and administration in the Wastewater Services Division. The Project Engineer is responsible for initiation, execution, completion, and implementation of projects and programs related to maintenance, maintenance planning, strategic planning, and providing technical support for the Wastewater Services Division.

As the *Project Engineer* you will:

1. Initiate and maintain control of projects in conformance with aims, goals, policies, and objectives of the Wastewater Services' operation.

2. Make effective use of people and resources required for and involved in projects and programs.
3. Ensure that the maintenance project or program will satisfy the technical, financial and organizational needs for which it was undertaken.
4. Administer all aspects of the budget for projects and operational programs and ensure that the projects and programs are completed within the approved budget.
5. Administer project schedules.
6. Identify, analyze and respond to project risks.
7. Acquire goods and services from outside organizations as necessary to complete the project and/or operational programs.
8. Obtain required approvals/permits/licenses from other City and Provincial Departments, as required.
9. Ensure proper collection and dissemination of project information.
10. Ensure compliance with Worker's Compensation Legislation, Human Rights Legislation, Safety Regulations and Safe Work Practices.
11. Provide technical support services for maintaining and improving the wastewater treatment and collection systems maintenance.
12. Provide project management services for the wastewater treatment and collection systems maintenance.
13. Represent the Wastewater Services Division in departmental projects.
14. Coordinate with other parts of the City's organization for wastewater treatment and collection system maintenance related projects.
15. Perform other related duties consistent with the classification, as assigned but not limited to acting as Senior Project Engineer and working on other Divisional or Departmental projects (i.e. financial forecasting).

Your education and qualifications include:

1. Bachelor's Degree in Engineering.
2. Five years' experience in a field related to the duties of the position.
3. Familiar with all engineering aspects of mechanical, electrical, instrumentation, and automation systems maintenance used in wastewater collection and treatment.
4. Demonstrated ability to communicate effectively, both verbally and in writing.
5. Must possess computer skills in word processing, spreadsheets, MS Office and MS Project.
6. Demonstrated knowledge in project management processes and procedures, including project accounting and cost management, scheduling, resource management, risk management, dispute avoidance and dispute resolution.
7. Ability to work independently and in a team environment.
8. Must possess a sound knowledge of the implementation of engineering related skills.
9. Must have a sound knowledge of project management principles.
10. Demonstrated leadership capabilities, and the ability to direct staff and effectively plan and schedule work.
11. Must be familiar with materials and methods as applied to the design, construction, commissioning, implementation, operation, and maintenance of wastewater services and structures.
12. Demonstrated ability to establish and maintain positive working relationships with employees at all levels of the organization, external contacts and the public, in accordance with the Respectful Workplace Standard.
13. Must have a thorough knowledge of the occupational hazards and the safety precautions and regulations that are applicable to the position's area of work.

Conditions of employment:

1. The successful applicant must maintain legal eligibility to work in Canada. If the successful applicant possesses a work permit, it is their responsibility to ensure the permit remains valid.
2. A Police Information Check satisfactory to the employer will be required from the successful candidate, at their expense.
3. Must possess and maintain a valid Class 5 Manitoba Driver's Licence.
4. Professional Engineer designation and eligible for registration with Engineers Geoscientists Manitoba, (E.G.M.).

APPLY ONLINE, including all documentation listed below:

1. Current resume AND Application Form (**Required**).
2. Cover letter.
3. Applications submitted without REQUIRED documentation will not be considered.

Your application documents must clearly indicate how you meet the qualifications of the position.**Notes**

Online applications can be submitted at <http://www.winnipeg.ca/hr/>. For instructions on how to apply and how to attach required documents please refer to our [FAQ's](#) or contact 311.

Hours of Work: 8:30 a.m. to 4:30 p.m., Monday to Friday or as required/assigned

Employee Group: W.A.P.S.O.

Position Reports To: Senior Project Engineer

1. Applicants may be required to undergo testing to determine their knowledge, abilities, and skills as they relate to the qualifications of the position.
2. The various work environments that the position may encounter during the course of a normal working day may subject the employee to noxious odours, gas, dust and occasional exposure to adverse weather.
3. The successful applicant will be required to provide a vehicle for transportation while on City business, subject to the terms and conditions of the City Transportation Policy.
4. The successful applicant will be required to provide a Notice of Driver's Licence In Force document upon request.
5. The successful applicant will be required to complete job specific training required for this position as directed.

Only candidates selected for interviews will be contacted.