



# SQUAMISH

HARDWIRED *for* ADVENTURE

*The District of Squamish is located in the unceded traditional territory of the Skwxwú7mesh Úxwumixw (Squamish Nation). We offer gratitude to the Skwxwú7mesh People who have lived on these lands since time immemorial.*

## External Job Posting

<b>Position:</b>	<b>Project Engineer 1 – Development</b>
<b>Status:</b>	Permanent Full-Time
<b>Work Area:</b>	Engineering
<b>Posting Date:</b>	May 15, 2024
<b>Closing Date:</b>	Open until filled

## GENERAL SUMMARY

Under the direction of the Manager of Development Engineering, and oversight of senior Project Engineers, the Project Engineer 1 contributes to the effective operation of the Engineering Department by assisting with engineering, technical and administrative work related to the completion of a variety of engineering activities and projects.

Specifically, the Project Engineer 1 works in Development Engineering, reviewing land development applications, and checking for compliance against the District's Subdivision and Development Control Bylaw and MMCD specifications.

## MAIN DUTIES AND RESPONSIBILITIES

- Contribute to the success of our team and creation of our thriving community, by fostering the District of Squamish corporate values: Respect, Integrity, Connection and Progress.
- Support the review of civil engineering designs and reports for compliance with applicable bylaws, standards, and guidelines.
- Identify design variances from applicable bylaws and standards and summarize findings for review by senior engineering staff.
- Support the review of servicing reports and assessments pertaining to upgrades to municipal infrastructure.
- Conduct field reviews of construction activities; report on any non-compliance. Review civil and environmental site inspection reports, highlighting potential issues to senior engineering staff.
- Support review of engineer's construction cost estimates and financial tracking, including but not limited to, servicing agreement fees and security, security and holdback releases, and overall project administration.
- Assist senior engineering staff with special projects through research, data analysis, and reporting.
- May review and approve street-use permit applications.
- May review and provide technical direction and oversight of work, ensuring District's standards, policies, and requirements are met.
- Support senior engineers by preparing and reviewing variety of documents including drawings, technical memoranda and technical specifications, and creating communications and presentations for various audiences.
- Establish effective working relationships with internal departments and external agencies. Work collaboratively to attain work objectives, resolve technical or design issues, or escalate matters as required.
- Maintain up-to-date knowledge of current design standards, specifications, and methodologies.
- Contribute to a culture of continuous learning and improvement; identify and recommend potential improvements in current methodologies.
- Maintain confidentiality of work-related issues, client records, and District information.
- Perform other related duties as required.

## REQUIRED KNOWLEDGE, SKILLS & ABILITIES

- Sound knowledge of the principles and practices of civil engineering as applied to design and construction.
- Sound knowledge of the functions, methods, rules, procedures, bylaws, regulations, and policies pertaining to Municipal Government, such as Local Government Act, Municipal Master Construction Documents (MMCD), WorksafeBC regulations.
- Sound understanding of the importance of respecting the regional traditions and indigenous regulations towards a project.
- Sound understanding of risk management; ability to identify technical, public safety, and public interest risks.
- Sound understanding of sustainability concepts, trends, and impacts.



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- Sound knowledge of and some experience in development processes, including rezonings, subdivisions, development permits, and building permits.
- Some understanding and application of project management, contract administration, and project components.
- Some knowledge of quality management principles, and EGBC standards and ethics.
- Ability to review non-complex designs and technical documents to provide feedback, suggest alternatives, and identify issues and risks.
- Ability to research and analyze engineering information to formulate and make recommendations.
- Ability to develop project budgets, review consultant cost estimates, track and report costs and variances.
- Demonstrated ability to communicate effectively both verbally and in writing with team members, clients, contractors, and members of the public.
- Ability to express technical and non-technical issues and information to a variety of audiences.
- Ability to work collaboratively and in a professional, respectful, and courteous manner.

## REQUIRED TRAINING, EDUCATION AND EXPERIENCE

- Engineering degree in related discipline is required.
  - Must be registered or eligible to register as an Engineer-In-Training (EIT) or Professional Engineer (P.Eng.) with the Engineers and Geoscientists of British Columbia (EGBC). If the successful candidate is an EIT, they will be directly supervised by a professional engineer (P.Eng.) registered in BC.
  - Related experience is considered an asset.
  - Knowledge of the District of Squamish is an asset.
- OR**
- An equivalent combination of education, training, and experience.

## Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. This is a general list of responsibilities, duties and skills required of personnel so classified. Other related duties may be assigned in keeping with the general nature of the position.

**Hours of Work:** Monday to Friday, 70 hours bi-weekly with a compressed work week (9 day fortnight).

**Salary:** Salary range: Engineer-In-Training: \$94,811.94 - \$104,188.94  
Upon receiving Professional Engineer designation, salary range will be: \$101,425.80 - \$111,456.93

This is an exempt position and is excluded from the Union.

## Direct Your Application (Quoting Competition #) To: #24-77

Human Resources

District of Squamish

37955 Second Avenue, P.O. Box 310, Squamish, B.C., V8B 0A3 E-mail: [jobs@squamish.ca](mailto:jobs@squamish.ca)

*As an equitable and inclusive employer, we value diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact in confidence [jobs@squamish.ca](mailto:jobs@squamish.ca) and include Accessibility in the subject line. We thank all applicants for applying.*