



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

Position:	Manager of Capital Projects
Status:	Permanent Full-Time
Work Area:	Engineering
Posting Date:	August 19, 2026
Closing Date:	September 11, 2026

GENERAL SUMMARY

Reporting to the Director of Engineering, the Manager of Capital Projects is responsible for leading the Capital Projects team in delivering capital investment projects that support community growth and improve municipal infrastructure. This position plays a vital role in planning and delivering the capital investment plan to achieve Council objectives and community needs by ensuring safe, functional, and resilient municipal infrastructure. The Manager of Capital Projects provides leadership and direction to professional and technical staff and serves as a technical expert and representative for the Engineering Department.

Main Duties and Responsibilities

- Contributes to the success of our team and creation of our community, by fostering the District of Squamish corporate values: Respect, Integrity, Connection and Progress.
- Collaborates in the development of the annual capital plan and recommends implementation strategies and resource requirements to the Director.
- Provides oversight and guidance to staff in the development of project objectives, and delivery strategies for capital projects.
- Leads and monitors the delivery of capital projects through assigned staff, ensuring projects are delivered in accordance with approved objectives, budgets, schedules, and service expectations.
- Provides strategic review and direction on technical reports and recommendations. Presents to Council as required.
- Provides oversight and guidance on the procurement and delivery of engineering studies, consultant assignments, and capital projects, ensuring compliance with District policies, and purchasing requirements, and established standards.
- Provides professional and technical advice to the Director regarding significant project matters, risks, and recommendations arising from the Capital Projects program.
- Ensures the effective transition of completed capital assets to the Public Works Department through established processes, documentation, and staff coordination.
- Leads the delivery of department goals and objectives and contributes to their development to support the District's vision and strategic plan.
- Contributes to the preparation of annual budgets and the 10-year Financial Plan, identifying capital funding requirements and resource needs to support Council and District infrastructure priorities.
- Allocates resources and establishes priorities within the Capital Projects team to support the effective delivery of departmental objectives
- Manages the activities of direct reports, establishes work priorities, and sets performance expectations, ensuring quality and service standards are met. Provides leadership, coaching, staff development and performance management.
- Ensures that the Engineering Department's matters, policies, procedures, practices and priorities are conducted and carried out within Council's vision for the community.
- Maintains courteous and positive public relations with customers, including members of the community, representatives of organizations and other District staff, by delivering quality customer service, including through community engagement using the IAP2 model.
- Advises and consults with other departments, agencies, community groups, property owners, associations, clubs and the public on matters; attends meetings as required.



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- Ensures appropriate public consultation and stakeholder engagement for projects is completed, as well as notification to the public prior to proceeding with major capital works. Represents the District in open houses, workshops and other resident participation projects.
- Provides technical input on responses to public inquiries that are received by the Engineering Department and through the Mayor's office.
- Maintains familiarity with municipal engineering industry best practices and act as the District's technical expert in updating related sections in bylaws, policies, standards, and guidelines.

Key Competencies

- Collaboration - Encouraging and empowering others
- Solving Problems & Making Decisions- Generating alternative solutions and taking optimum course of action
- Holding People Accountable - Holding people accountable for performance
- Managing Change – Making changes real for individuals
- Managing Risk – Championing the organization's culture in relation to risk
- Managing Resources – Advocating for and pursuing resource effectiveness
- Thinking Strategically – Aligning program/operational goals and plans

Required Knowledge, Skills and Abilities

- Thorough knowledge of the principles and practices of civil engineering as applied to the design, construction and maintenance of local government projects and services.
- Thorough 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), and WorkSafeBC regulations.
- Thorough understanding of the importance of respecting the regional traditions and indigenous regulations towards a project.
- Strong leadership and project management skills, with the ability to lead teams in the successful delivery of complex capital projects.
- Strong analytical and problem-solving skills with the ability to make sound and timely decisions.
- Excellent communication and interpersonal skills, with the ability to effectively engage with a diverse range of stakeholders and partners.
- Strong financial acumen, with the ability to effectively manage budgets and resources.
- Ability to think strategically, develop and implement long-term plans, and make data-driven decisions.
- Ability to adapt to various situations that require openness, tactfulness and sensitivity.
- Proven ability to lead, motivate and direct teams in a variety of diverse activities.
- Ability to foster a culture of continuous learning and improvement to increase the efficiency and effectiveness of the team.
- Demonstrated ability to lead, coach, and develop professional technical staff while fostering accountability, collaboration, and continuous improvement.

Required Training, Education and Experience

- Bachelor's Degree in Civil Engineering
 - Registered as (or immediately eligible for registration as) a Professional Engineer in the Province of British Columbia
 - Minimum of five years progressive responsibility working in local government or engineering firm
 - Experience managing in a unionized environment 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: 70 hours bi-weekly, Monday to Friday. Current shifts (subject to change) range between the hours of 8:00am to 5:00pm, fortnight schedule.



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Salary: Salary range: \$136,695.90 - \$150,215.28, as well as a comprehensive benefits package.

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

[Click here to apply](#). If you encounter any issues with the form, please submit your resume and qualifications by email to jobs@squamish.ca (**Quoting Competition #**) **To: #26-84** or submit your paper application to:

Human Resources

District of Squamish

37955 Second Avenue, P.O. Box 310, Squamish, B.C., V8B 0A3

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 and include Accessibility in the subject line. We thank all applicants for applying.