

MY WORK CITY

Infrastructure Administration Manager Permanent, Full Time

Infrastructure Administration Manager

Passionate about Systems and Service!

With a vision of becoming the best mid-sized city in North America, the City of Kelowna offers the ideal combination of career opportunities, quality of life and work-life balance.

Reporting to the Infrastructure Engineering Manager, the Infrastructure Administration Manager leads a team of staff to provide administrative and financial support for the division to plan, design and deliver infrastructure projects on time and on budget.

The successful candidate will be a proven leader with post-secondary education in business, finance or administration and several years related experience, including managing staff, finances and systems. Your professional credibility, excellence in communications, and strong interpersonal skills support you in building teams, managing costs, solving problems and delivering superior customer service to support both internal and external stakeholders.

The City offers career and professional development, progressive employment practices and a great location and community to live situated in the heart of the beautiful Okanagan valley. This management position offers a salary range of \$70,000 to \$77,000 and a fully paid, comprehensive benefits plan, one of Canada's top pensions, and Earned Day Off and Wellness programs for your Work/Life balance.

Apply online at kelowna.ca/careers by October 18, 2017

Applicants not contacted within three weeks of the competition closing date are thanked for their interest.