



# BUILD A CITY. BUILD A FUTURE.



## DEVELOPMENT SUPPORT MANAGER

*As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation.*

*City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. **Build a City. Build a Future** at the City of Surrey*

### EMPLOYMENT STATUS

Exempt - Regular Full-Time

### SCOPE

With over 1000 new residents per month, the City of Surrey is one of fastest growing municipalities in Canada. To support this growth and help continue to build a thriving, green and inclusive city, our Engineering Land Development Division is hiring a Development Support Manager who will play a key role in overseeing development applications and in supporting the Development Services Section.

### RESPONSIBILITIES

Primary accountabilities of this role are to:

- Review development related drawings and ensure they meet city standards and requirements.
- Facilitate work functions of Development Services as related to workload and management of staff.
- Be a key representative for the City as you liaise with engineering consultants, developers, external agencies, and members of the public.
- Provide strategic input on corporate decisions and initiatives to senior management and Mayor and Council.
- Foster key relationships with key internal groups in Engineering, Planning, and Parks Departments.
- Experienced with the municipal land development application process and be able to provide innovative and strategic solutions to unique problems.
- Be able to work at a strategic and corporate level and understand how other departments interact internally.
- Be able to seek enhancements and improvements to current processes to increase the overall development process within the Engineering Department.
- Be able to manage the Development Services team and other internal staff to provide guidance which will enable them to solve problems.

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## QUALIFICATIONS

- Completion of a related engineering degree or diploma.
- A minimum of 7 years related engineering experience with a municipality or consulting environment.
- Eligibility for registration as a Professional Engineer (P.Eng.) or Professional Licensee Engineering (P.L.Eng.) membership with Engineers and Geoscientists of BC (EGBC).
- A valid and unrestricted driver's license.
- Ability to attend Council and/or advisory committee meetings and meet time commitments beyond office hours.

Qualities that you bring to the role are:

- An ability to provide service, think critically, and deliver results to mutually meet the needs of developers, consultants, members of the public, while maintaining corporate priorities.
- Excellent leadership skills with an ability to engage and enable others to achieve their best.
- The ability to communicate effectively and be able to adapt to a wide variety of stakeholders.

**This posting will be open until filled.**

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