

DEPARTMENT:	Electrical Utility	STATUS:	Temporary Full-Time (2 years with the possibility of extension)
NO. OF POSITIONS:	One	UNION:	CUPE, Local 387
HOURS OF WORK:	35 hour per week	SALARY:	\$81,778 - \$96,625 annually plus benefits (2021 rates)

The City of New Westminster's Electrical Utility Division is seeking an experienced project management professional that will be leading the planning, managing and implementation of large capital electrical projects that align the City Council's strategic priorities. This position will be responsible for serving as the project lead to develop the charter that defines the scope and objective of assigned projects; provides technical input for requests for proposals; reviews and evaluates proposals and contracts based on established criteria; and assists in contract negotiations leads the planning and execution of projects within scope, timeline and budget; identifies any potential delays; coordinates task assignments and resources to meet project timelines; oversees the work of consultants and contractors;. This position will be responsible to monitor project budgets and work in progress; conduct field inspections and ensures that work is performed in accordance with contractual terms and established standards; identify any potential risks and liaise with consultants, contractors, staff and external agencies. This position will require considerable independence of judgement and action is exercised in all technical aspects of the work while policy matters are discussed with a superior who reviews work performance in terms of achievement of overall objectives and effectiveness of service rendered.

If many of the following characteristics and skills describe you, we want to meet you!

- You have a Bachelor's degree from a reputable post-secondary institution in Engineering plus considerable related experience; or an equivalent combination of training and experience. Project Management Certification preferred.
- You have thorough knowledge of electrical practices including their application to project design, and in the preparation of plans, specifications, contract documents, and project-related material.
- You have considerable knowledge of project management principles, methodologies and standards.
- You have considerable knowledge of the methods, materials and equipment used in the work.
- You have sound knowledge of utility infrastructure and operations as related to the work performed.
- You have the ability to serve as project lead regarding the application and implementation of large and complex projects, to establish project schedules and determine required resources, and to monitor progress.
- You have the ability to administer projects and to collect, analyze and process technical information and related data.
- You have the ability to establish and maintain effective working relationships with a variety of internal and external contacts.
- You have the ability to oversee the work of consultants and contractors.
- You have the ability to communicate effectively orally and in writing and to prepare various reports, recommendations and presentations related to the work.
- You have the ability to set priorities and perform assigned duties under minimum supervision.

Apply by sending your **cover letter and resume in one document** at www.newwestcity.ca/employment by **August 18, 2023**

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

New Westminster is on the unceded and unsurrendered land of the Halq'eméylem-speaking peoples.

It is acknowledged by the City that colonialism has made invisible their histories and connections to the land.

We are learning and building relationships with the people whose lands we are on.

We thank all applicants for their interest and advise that only those selected for an interview will be contacted.

This position is only open to those legally entitled to work in Canada.