

DEPARTMENT:	Electrical Operations – Electrical Services	STATUS:	Regular Full-Time
NO. OF POSITIONS:	One	UNION:	Exempt
HOURS OF WORK:	37.5 hours per week	SALARY:	\$137,945 - \$152,053 annually plus comprehensive benefits package

The City of New Westminster's Electrical Department runs the oldest, continuously operating, electrical utility in British Columbia, generating electricity for streetlights as early as 1891. Reporting to the Manager of Electrical Engineering, Design & Planning, the successful applicant will have a strong commitment to safety and energy conservation and will play an important role on the team managing and planning the design of large-scale projects specific to the City's Electrical Utility Department.

Key Accountabilities:

- Manages and plans the design of large scale projects specific to the electrical utility function, including reviewing, prioritizing and assigning project and capital work requests from City staff and Council and determines the appropriate staffing and financial resources required
- Manages the coordination and planning of design work for electrical utility projects including managing related budgets and overseeing the work of consultants and contractors. Establishes and creates modeling software specific to the electrical utility and other related electrical utility projects as assigned.
- Leads, coordinates, advises and contributes in the continuous advancement of the design work related to the electrical utility and related projects. Works with staff from various departments to ensure projects are managed consistently within the electrical utility framework and industry standards.
- Acts as the Engineer of Record for design projects specific to the electric utility. Provides technical review and expertise to electrical utility staff and other City staff as required.
- Responsible for researching and preparing a variety of reports and correspondence and delivers presentations specific to assigned projects for committee and council meetings; participates in the formulation and implementation of related policies and procedures; represents the department on various committees, task forces and in council meetings; and other duties as required
- Managing and directing the work of a team of technical and professional staff engaged in the day-to-day operation related to the design of the electrical utility function; liaises directly and consults with all levels of City staff to seek input on related capital projects and related initiatives and determines approach on issues specific to the electrical utility projects.
- Contributes to the annual work program and operating budget discussions and deliberations; participates in cross-departmental and inter-departmental initiatives specific to the Electrical Utility Department including matters related to the establishment of performance measures, performance monitoring, and implementation of the City's strategic plan.
- Managing staff, scheduling, assigning and reviewing work, coaching and developing, performance management, making hiring and job termination recommendations, and all other people management practices.
- Performs related duties in keeping with the purpose and accountabilities of the job.

Requirements Include:

- Completion of a University degree in Electrical Engineering or a related discipline; plus a minimum of 5 years' experience in an engineering field, preferably in electrical utility design or an equivalent combination of education and experience
- Registration or eligibility for registration as a Professional Engineer in British Columbia.
- Knowledge of the concepts, practices and techniques of electrical utilities.
- Knowledge of the practices and techniques of electrical engineering design, including the ability to work with modelling software.
- Strong understanding of the design and function of the electrical distribution system, electrical substations and power distribution equipment.
- Planning, coordination and project management skills to coordinate the electrical utility engineering design function
- Proven ability to apply excellent people management and leadership skills to schedule, plan, assign, review, coach, develop and manage the performance of staff as well as participate in all other people management practices.
- Knowledge of the relevant policies, rules, legislation, bylaws, regulations and procedures, such as the Canadian Electrical Code and CSA standards.
- Knowledge of project management in the electric utility or municipal engineering field.
- Ability to take initiative and manage and design large scale and complex projects with limited supervision
- Ability to communicate and effectively present ideas and concepts to all levels within the organization.
- Ability to establish and maintain effective working relationships with internal and external contacts.
- Ability to problem solve and analyze information in order to make complex technical computations and assessments.
- Valid BC Driver's License for the Province of British Columbia.

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

Applications for this exciting opportunity will be open until **June 5, 2024**.

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 unsundered 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.