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Electrical Safety 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*

SCOPE

We are currently seeking an Electrical Safety Manager who will play an integral leadership role within the Planning & Development Department's Building Division. Reporting to the Director of the Building Division, the Electrical Safety Manager is responsible for leading and managing the operations of the Electrical Permitting Section in a collaborative team environment consisting of unionized inspection staff.

EMPLOYMENT STATUS

Exempt - Regular Full-Time

RESPONSIBILITIES

The Electrical Safety Manager is responsible for:

- Leading, mentoring, and coaching team members within the Electrical Permitting Section, including the Electrical Safety Officers.
- Utilizing the permitting process, regulations, and bylaws to ensure the construction of residential, commercial, institutional, and industrial buildings and facilities align with the Safety Standards Act, Electrical Safety Regulations, the Canadian Electrical Code as well building, fire, health and safety regulations, by-laws, and associated standards within the City.
- Administering awareness and compliance of building standards, policies, procedures, and programs, by interpreting by-laws, codes, and regulations specifically related to electrical work. The position will also involve advising consulting engineers, architects, developers, contractors, and the public in these matters.
- Managing key performance indicators to ensure the operational success and service excellence for the Electrical Permitting Section.
- Identifying, creating, leading, and implementing the Electrical Permit Section's ongoing process improvements associated with various digital reviews and permitting initiatives.
- Assisting in the development and implementation of requirements and standards associated with applicable by-laws and codes, for the construction and alteration of City owned buildings.
- Fulfilling the role as the local safety manager under Section 12(2) of the *Safety Standards Act*.
- Performing a variety of other duties as required.

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QUALIFICATIONS

- Completion of an applicable Bachelor's degree in engineering from a recognized university, or hold a trade certificate as an electrician, plus a minimum of 7 years progressively responsible related experience. An equivalent combination of education, training and experience may be considered.
- Holds an Electrical Safety Officer Certificate of Qualification or be a professional engineer with Engineers and Geoscientist of BC.
- Thorough knowledge of the Safety Standards Act, Electrical Safety Regulation, and the Canadian Electrical code, field inspection standards and practices is required along with the ability to review and interpret complex technical reports, provide guidance and leadership, and communicate effectively.
- Directly related experience within the public sector or municipal environment is preferred.
- Management and/or supervisory experience in a unionized environment is an asset.
- Strong interpersonal and communication skills with the ability to adapt to a wide variety of stakeholders.
- Ability to provide service, think critically, and deliver results to mutually meet the needs of developers, consultants, and members of the public, while maintaining corporate priorities.
- A valid and unrestricted driver's license is required.

OTHER INFORMATION

- This position requires completion of a Police Information Check.
- Successful applicants must provide proof of qualifications.
- Pay Grade: M3
- Annual Rate: \$130,501-\$153,530

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