



POSITION: Senior Project Engineer

LOCATION: R.M. Corman Park Corporate Office, Saskatoon

As the most populated rural municipality in the province, Corman Park is experiencing significant growth due to our strategic location and the range of lifestyles and business opportunities offered. This provides an exciting opportunity for a motivated, experienced team player to join our team of professionals as a Senior Engineering Project Manager.

As a Senior Engineering Project Manager for the municipality, you will provide professional engineering expertise, lead municipal infrastructure design and review processes and project manage assigned capital projects.

Why the R.M. of Corman Park:

- We offer competitive wages and benefits, family-friendly policies, and an environment of respect.
- We strive to offer a progressive workplace with opportunities to grow and develop staff through ongoing training and development while also supporting work-life balance for our staff and their families.
- A welcoming and thriving community surrounding the City of Saskatoon and covering over 800 sq. miles, including 1,100KM of roads.
- We have an exciting opportunity for someone who is highly motivated and passionate about providing excellent service.
- A job at R.M Corman Park enables you to grow professionally while making a difference in the community. We employ about 85 full-time, part-time, seasonal, casual and contract staff that serve a local population of approximately 9,000 residents!
- Annual Operating Budget of approximately \$24 million.
- At R.M. Corman Park, we strive to maintain a healthy and flexible workplace that encourages employees to think strategically, work collaboratively and champion new ideas.

Key Responsibilities include but are not limited to:

- Provide project management oversight for assigned projects including budgeting, cost management, scheduling, scope of work, design, utility coordination and contract administration.
- Oversee the review of municipal engineering and development plans and studies including roadways, water, wastewater, stormwater/drainage, geotechnical and environmental.
- Analyze, interpret and prepare municipal engineering reports, legal/contract tender documents, servicing agreements, and development standards.
- Manage the preparation of tenders, Requests for Proposal and Requests for Quotation documents including the review, evaluation and awarding of submitted proposals/quotations.

- Maintain accountability monitoring of contractor/developer performance, including dispute resolution, site supervision, warranty period and field inspections where required.
- Provide professional support to design, review and proactively recommend solutions to challenges to help keep municipal infrastructure assets safe, sustainable, and in good condition. Lead the development and application of municipal engineering practices, standards and policies.
- Assist in the development of the annual capital budget and capital plan.
- Assist in the review and development of municipal policies and bylaws.
- Prepare and present reports to committee and Council meetings as required.
- Other assigned duties as required.

Requirements:

The ideal candidate will possess:

- Post-secondary degree in civil engineering or equivalent field. Must be a Professional Engineer or Engineering Licensee registered in good standing or eligible to be registered in Saskatchewan.
- 6-8 years of engineering experience in fields such as transportation, road construction, stormwater/drainage, water and wastewater.
- Significant demonstrated experience in municipal engineering design, project management, construction, contract administration and asset management. Project management professional designation preferred.
- Outstanding professionalism along with strong interpersonal communication skills.
- Excellent time management skills with demonstrated ability to complete multiple tasks simultaneously.
- Ability to work within technical and municipal standards, but flexible in approach with strong analytical and problem-solving skills to find creative solutions.
- Strong organizational and project management skills with good attention to detail.
- Proactive approach to tasks, projects and work assignments.
- Positive attitude towards work colleagues and supportive of a fast-paced, team environment.
- Knowledgeable in a wide range of computer applications applicable to engineering, design and project management.

Additional Job Information:

Position Type: Permanent Full-time

Hours of work: 8:30am to 5:00pm (40 hours per week, Monday to Friday)

Wage Range: \$110,000-\$1250,000 (Pay Classification 7) per year to commensurate upon experience, plus benefits.

Work Location: Corman Park Corporate Office.

Benefits: Sunlife, Pension Plan, Registered Days Off Plan

How to Apply:

Please submit your resume and cover letter to careers@rmcormanpark.ca.

Please note that only shortlisted candidates will be contacted for further steps in the selection process.

The position will remain open until September 20, 2024.