



## City of Dawson Creek – Capital Projects Manager

<b>DEPARTMENT:</b>	Development Services
<b>POSTING DATE:</b>	January 30, 2025
<b>CLOSING DATE:</b>	February 15, 2025
<b>SALARY:</b>	\$101,871 to \$116,865
<b>COMPETITION NO.:</b>	2025-10
<b>HOURS OF WORK:</b>	35 hours per week

*The City of Dawson Creek is seeking an experienced civil engineering technologist to join our management team for a full-time permanent position as our Capital Projects Manager. The successful candidate will provide staff, construction, and contract management for the City's capital programs. This will involve working collaboratively with internal staff, consultants, contractors, and interdepartmentally within other City of Dawson Creek departments.*

**The Opportunity:** Reporting to the General Manager of Development Services or designate, the successful candidate will provide staff and construction and contract management for the City's capital programs. This will involve working collaboratively with internal staff, consultants, contractors, and interdepartmentally within other City of Dawson Creek departments.

The work of the Capital Projects Manager involves engineering based work, generally involving the civil, mechanical, structural and electrical fields, that includes project scoping, capital budget development, engaging the services of professional engineering consultants, managing the design and delivery of engineering projects, responding to public inquiries, providing technical support to internal departments, reviewing design drawings, mentoring junior staff, and participating in inter-departmental projects. The successful candidate will possess strong project management skills, have a strong understanding of the construction practices of municipal infrastructure, contract compliance, change management processes and contract close out. The candidate will be well organized and have strong communication skills.

### **Requirements:**

- Two-year diploma in Civil Engineering Technology from a recognized institution.
- Minimum of 5 years of directly related experience.
- Registration as an ASCT with:
  - Applied Science Technologists and Technicians of BC (ASTTBC), and/or
  - Association of Science and Engineering Technology Professionals of Alberta (ASET), or equivalent.
- Valid BC Class 5 Driver's License.
- Proficiency with computer-based engineering applications, including AutoCAD.
- Experience with multiple survey principles, including GPS.
- Project Management Professional (PMP) certification may be considered an asset.
- An equivalent combination of education and experience may be considered.

The salary range for this position is \$101,871 to \$116,865 after probation, based on qualifications and experience. We offer a full benefits package and opportunity for personal and professional growth.

Candidates should submit a résumé by emailing a PDF or Word document to [resumes@dawsoncreek.ca](mailto:resumes@dawsoncreek.ca), with the **job posting name and number in the subject line**, by 11:59 pm on the closing date referenced above. The City thanks all applicants for their interest; however, only those selected for an interview will be contacted.

*The City of Dawson Creek is committed to accommodating persons with disabilities whenever reasonably possible during the selection and employment process. You must be legally entitled to work for any employer in Canada to be eligible for this position. By applying for this position, you are giving permission for the City to contact your previous employers and references.*