



Infrastructure Analyst

Permanent, full-time – 40 hours per week
\$77,854.40 - \$97,323.20 / annum

At the City of Leduc, our mission is People. Building. Community. We offer a collaborative and dynamic workplace where our values of Teamwork, Service, Respect and Leadership guide our conduct and contribute to a healthy culture. If you would like to work as part of a progressive organization and enjoy a fast-paced environment, then this may be the opportunity for you.

Come work with us!

We are currently recruiting a full-time, permanent **Infrastructure Analyst** for our Public Services team.

What is the Opportunity?

Reporting to the Director, Public Services, the Infrastructure Analyst provides technical office and field support for the City of Leduc Public Services Department and other internal/external agencies as required. The Infrastructure Analyst aids department senior staff with their decision making by providing accurate, relevant and timely information through data analysis as it relates to overall Public Services operations.

What will you do?

- Assist senior leadership with budget monitoring, reporting and data analysis pertaining to Public Services Operating and Capital Budgets
- Maintenance, trouble-shooting and ongoing enhancement of the City's asset management software
- Create maps and monitor municipal infrastructure data, utilizing GIS and Asset Management programs
- Provide technical support both in-office and in-field, as required, including various field inspections and taking of measurements such as lake level readings and historical weather data

What do you need to succeed?

You are an ideal candidate if you have the following:

- Certificate or Diploma in Civil/Municipal Engineering, or related field, from a recognized technical institute or university
- 1 – 3 Years experience in a related role, supporting senior leadership with budget and analytics
- Ability to multi-task and prioritize workload efficiently
- Excellent interpersonal and verbal/written communication skills
- Proficiency with MS Office (Outlook, Word, Excell, Powerpoint)



- Class 5 Driver's License

Preferred:

- Previous experience with Cityworks, Workday-Adaptive, and ArcGIS applications
- Experience with municipal operations and/or project management

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- Competitive salary
- LAPP pension
- Comprehensive health, dental and wellness benefits, including a healthcare spending account
- Annual City of Leduc recreation pass, including access to free drop-in programs
- Professional development opportunities
- Starting at 3 weeks' vacation per year
- Free parking

Successful candidate must be willing to provide a Criminal Records Check and Driver's Abstract at own expense.

If this sounds like you, please apply through our website at www.leduc.ca/careers

Competition closes at 11:59 PM (MT) on March 31, 2025. This competition may be used to fill future vacancies at the same or lower classification level. Due to the high volume of resumes received, we are not able to respond to individual phone calls. We thank all applicants for their interest; however, only those selected for interviews will be selected.