



Make working for  
**The City** work for you.



## Infrastructure Strategist

If you are committed to public service, enjoy collaborating with others, share our values and have a desire to learn and grow, join [The City of Calgary](#). City employees deliver the services, run the programs and operate the facilities which make a difference in our community. We support work-life balance, promote physical and psychological safety, and offer competitive wages, pensions, and [benefits](#). Together we make Calgary a great place to make a living, a great place to make a life.

The City is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion, anti-racism and reconciliation. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

As the Infrastructure Strategist, you will be the subject matter expert on the administration of Development/Indemnification Agreements and permit processes within the Development Commitments section of the Development Engineering division. You will work with internal and external partners to help realize residential, commercial, and industrial land development. Primary duties include:

- Provide land development expertise to business units at The City, Developers/landowners, and Consultants. Evaluate development applications and write agreements. Liaise with partners to ensure success of Development/Indemnification Agreements to realize development.
- Analyze requests for Development/Indemnification Agreements, ensure relevant information is provided, confirm correct assessment areas, review special clauses, issue permits, calculate financial recoveries, approve construction completion and acceptance certificates, evaluate performance security reductions and address developers who are not fulfilling their obligations.
- Determine and advise applicants of construction requirements and financial obligations. Adhere to Municipal Government Act and Off-site Levy Bylaw.
- Provide infrastructure information and financial certainty for real estate transactions and potential development.
- Ensure The City is properly secured through management of the financial requirements for Performance Securities (e.g., Development/Indemnification Agreements) for cross departmental obligations.
- Evaluate developers' financial obligations, create and process invoices and payments.

### Qualifications

- A completed 2-year technical diploma in Civil Engineering or related field and at least 5 years of experience in the development industry; OR
- A degree in Civil Engineering or related field and at least 3 years of experience in the development industry.
- A Project Management Professional (PMP) designation would be considered an asset.
- Experience working in contract administration would be considered an asset.
- Experience using AutoCAD, Bluebeam Revu, or ArcGIS would be considered assets.
- You have exceptional communication and interpersonal skills with demonstrated consulting and negotiation skills and the ability to influence to build consensus.
- Strong analytical and strategic thinking abilities, with sound judgement and proven decision-making skills.

### Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

### Workstyle

- This position may be eligible to work from home for at least part of the time as one of several flexible work options available to City employees. These arrangements depend on the operational requirements of the role, employee suitability, and are subject to change based on operational needs and corporate direction.

Union: CUPE Local 38  
Position Type: 1 Permanent  
Compensation: Pay Grade 12 \$47.01 – 62.84 per hour  
Hours of work: Standard 35 hour work week  
Audience: Internal/External

Business Unit: Community Planning  
Location: 800 Macleod Trail SE  
Days of Work: This position works a 5 day work week with 1 day off in a 3 week cycle.  
Apply By: April 28, 2025  
Job ID #: 311885

Apply online at [www.calgary.ca/careers](http://www.calgary.ca/careers)