

10106BR - Design Engineer

Halifax Regional Municipality (HRM) is inviting applications for one term, full-time Design Engineer in the Design & Construction group of Public Works. The fourteen (14) month term is from June 2025 until August 2026.

Halifax Regional Municipality (HRM) is committed to reflecting the community it serves and recognizing Diversity and Inclusion as one of the Municipality's core values. We have an Employment Equity Policy and we welcome applications from African Nova Scotians and Other Racially Visible Persons, Women in occupations or positions where they are underrepresented in the workforce, Indigenous/Aboriginal People, Persons with Disabilities and 2SLGBTQ+ Persons. Applicants are encouraged to self-identify on their electronic application.

Applicants who previously applied for this position do not need to reapply.

This position reports to the Design Engineer Supervisor, and is responsible for the design, project management, and tendering of complex municipal engineering projects. The projects can be new construction or the rehabilitation of infrastructure, and include: streets and roads, sidewalks, curbs, pavement (resurfacing, renewal, recycling, etc.), traffic signals, intersection improvements, active transportation infrastructure, guiderails, retaining walls, storm sewers, bridges, and integrated projects with utilities including Halifax Water, Eastward Energy, Nova Scotia Power and telecommunications. The work includes researching project backgrounds, establishing design parameters and alternatives, preparing complex engineering designs and specifications, project management activities, coordinating and managing external consultants and stakeholders, estimating project costs and tendering of projects.

DUTIES AND RESPONSIBILITIES:

- Responsible for advanced studies, designs, plans, specifications, and cost estimates for assigned Capital Projects ensuring that all governing regulations and guidelines are adhered to. This often requires coordination and direction of technical employees and internal and external interest holders.
- Prepares list of quantities and specifications for tender documents and develops cost estimates.
- Prepares and evaluates requests for proposals for consultant engineering services for rehabilitation of existing or construction of new municipal infrastructure. Prepares reports for senior staff, the group Director, business unit Executive Director or Council for award of consultant services. After award, monitors the progress of the consultant's work, reviews reports and designs, and administers the contract.
- Assists in preparing technical reports for senior staff, Directors, and Regional Council. Responds to inquiries from the general public, Councillors, government agencies, consultants, contractors, and other HRM departments regarding approved or contemplated Capital Projects.

- Assists in preparation of the Capital Budget Program including the scoping and cost estimating of projects, and coordination with other departments.
- Responsible for compiling and reviewing office and field research, preliminary designs and cost estimates of municipal infrastructure projects.
- Creates tender documents in accordance with HRM requirements and authors reports to Council.
- Coordinates tender calls with Procurement, including advertisement, confirming with Finance that funds are available, delivery of tender documents, responding to tender questions, issuing addenda, and reviewing bids.
- Attends pre-construction and on-site meetings with Construction Inspectors, Consultants, Contractors, and Utility representatives. Responds to Construction Services to address any design issues or interpretation of contract drawings and specifications.
- Investigates engineering problems and existing municipal infrastructure and decides remedial options.
- Responsible for Project Management activities and deliverables including tracking spreadsheets, project charters, project plans, project status reports, risk assessments, communications plans, project closeout documentation, project schedules, cost estimating and budget plans, time reporting, and unit price summaries.
- Provides professional technical guidance and assistance to Design colleagues and other HRM departments.
- Other related duties as required.

QUALIFICATIONS:

Education and Experience:

- Degree in civil engineering from a recognized and accredited University engineering program.
- Minimum of five (5) years of experience in civil and/or municipal engineering after graduation.
- Registered Professional Engineer with the Association of Professional Engineers of Nova Scotia or registered in another Canadian jurisdiction with the ability to register in Nova Scotia.

Technical / Job Specific Knowledge and Abilities:

- Strong design skills in the area of municipal and transportation engineering; intersection design is considered an asset
- Working knowledge of Civil Engineering road/sewer software, preferably Autodesk Civil 3D
- Proficient in computer applications such as Microsoft Office, Microsoft Project and GIS

- Strong knowledge of the HRM Municipal Design Guidelines, TAC Geometric Design Guidelines, and/or other design guidelines necessary to carry out accurate civil engineering designs
- Knowledge of Provincial/Federal regulations and guidelines affecting municipal designs
- Proficient in estimating quantities of materials, unit costs, and total costs of municipal projects
- Proficiency in project management and administration of contracts with consultants
- Valid Nova Scotia Driver's License and be prepared to use personal vehicle in accordance with the Local Travel Allowance Policy

Security Clearance Requirements: Applicants may be required to complete an employment security screening check.

Please note – Testing may be conducted as a component of the selection process to assess technical and job specific knowledge. Candidates who are selected for testing, may be tested in a group setting, scheduled at the employer's discretion.

COMPETENCIES: Analytical Thinking; Communication; Flexibility; Initiative; Innovation; Organization and Planning; Organizational Awareness; Valuing Diversity; Teamwork and Cooperation

WORK STATUS: One Temporary, Full-time position (June 2025 – August 2026)

HOURS OF WORK: Monday – Friday, 8:30 am – 4:30 pm. Flex options to work outside of these hours and hybrid may be available.

SALARY: Non-Union, ENG-2 \$89,960 - \$116,420 annually. Salary will be commensurate with education and years of applicable experience.

WORK LOCATION: Eric Spicer Building, 21 Mount Hope Avenue, Dartmouth. Work location can be changed according to operational requirements.

CLOSING DATE: Applications will be received until **11:59 pm on Sunday, July 20, 2025**

Please note: We thank all applicants for their interest in this position. Only those applicants selected for interview/testing will be contacted.

To ensure a fair and equitable hiring process, candidates are expected to complete all parts of the recruitment process, including assessments, assignments, and interviews independently and without the use of artificial intelligence (AI) tools or other forms of external assistance. The use of AI to complete any component of the hiring process is not permitted and may result in disqualification from consideration.

During the recruitment process, applicants have the right to request an accommodation.

Applicants invited to participate in an assessment process (such as interview or testing) and who require an accommodation, should discuss their needs with the Talent Acquisition Advisor when invited to the assessment process. For more information on our accommodation process please click on the link: [Accommodations | Hiring | Employment | Halifax](#)