



Manager, Capital Projects & Development

Permanent, full-time (35 hours/week)
\$115,679.20 - \$144,599.00 per 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!

At the City of Leduc, we believe in building a vibrant, resilient, and sustainable community — one where every project helps shape a better future for our residents. We're seeking a forward-thinking and motivated leader to join our Infrastructure and Planning team as Manager, Capital Projects and Development. If you're a strategic thinker who thrives on collaboration, innovation, and results, this is your opportunity to make a lasting impact on how our city grows and thrives.

What is the Opportunity?

As the Manager, Capital Projects and Development, you will play a pivotal role in shaping the City of Leduc's infrastructure and urban landscape for years to come. Reporting to the Director of Engineering and Environment, you will lead a talented team of project managers in delivering complex, multi-million-dollar capital projects — from roads and water systems to stormwater management and parks — that serve both current residents and future growth.

This is more than a traditional management role. You will set the standard for how infrastructure is planned, designed, and executed across the city, driving innovation, efficiency, and sustainability. You'll act as a strategic advisor to leadership and Council, balancing technical rigor with visionary thinking, while directly influencing how Leduc grows, thrives, and delivers value to its community.

If you are someone who thrives on complexity, enjoys shaping policy and projects with long-term impact, and wants to lead with both purpose and accountability, this is the role where you can make a lasting difference.

What will you do?

You'll lead the City's capital project delivery with a focus on excellence, collaboration, and accountability. Working closely with internal departments, consultants, and developers, you'll ensure infrastructure projects are planned, executed, and maintained to the highest standards — all while balancing timelines, budgets, and community needs.

Your leadership will include:

- Overseeing the planning, budgeting, design, tendering, construction, and inspection of municipal infrastructure projects.
- Ensuring City assets meet both current demands and future growth in a cost-effective, sustainable manner.
- Managing the review of development applications to ensure compliance with City standards and alignment with long-term plans.
- Providing technical leadership and guidance to five Project Managers, fostering a high-performance and collaborative team culture.
- Preparing and presenting Council reports, capital budgets, and policy recommendations that inform strategic decision-making.
- Liaising with regional commissions, developers, and internal departments to align project outcomes with City priorities.
- Provide engineering support and attend meetings for the Capital Region Southwest Water Services Commission (CRSWSC), fulfilling the City of Leduc's management responsibilities and supporting the Commission's operational and technical decision-making.
- Supporting the Director of Engineering and Environment on corporate-wide initiatives that enhance capital delivery and infrastructure reliability.
- Promoting safe work practices, efficient processes, and continuous improvement across all areas of responsibility.

Who you are?

You are a confident and collaborative professional who combines deep technical expertise with the ability to inspire and guide others. You thrive in dynamic environments, balancing multiple priorities while never losing sight of the big picture — creating a stronger, more connected city.

Your qualifications include:

- A Bachelor of Science Degree in Civil Engineering.
- A current P. Eng designation (**mandatory**).
- A minimum of five (5) years of progressively responsible municipal engineering experience, including capital project delivery.
- Strong understanding of municipal infrastructure systems, design standards, and project management best practices.
- Proven ability to develop and manage multimillion-dollar capital budgets.
- Exceptional communication and report-writing skills suitable for Council and senior leadership presentations.
- Proficiency with Microsoft Office applications (Excel, Word, PowerPoint).

Your key strengths:

- You're a natural leader who values mentorship, accountability, and teamwork.
- You excel at solving complex challenges with strategic thinking and technical insight.
- You have a keen sense of responsibility for the quality, safety, and longevity of community infrastructure.
- You build strong, respectful relationships across departments, agencies, and external partners.
- You take pride in delivering outcomes that improve daily life for residents and businesses alike.

What we Offer?

We're committed to creating an environment where your leadership is valued, your professional growth is supported, and your work directly contributes to a thriving, well-planned community. Here's what you can expect when you join our team:

- A dynamic, inclusive work environment where your expertise in capital projects and infrastructure shapes the future of a growing city
- A supportive and collaborative leadership team, driven by purpose, innovation, and high-impact results
- Competitive compensation and benefits, including participation in our defined benefit pension plan
- Opportunities for ongoing learning, professional development, and mentorship of a skilled project management team
- A workplace culture guided by our People Strategy, rooted in trust, respect, growth, and community impact

Important Notes!

- The successful candidate must provide a current Criminal Record Check at their own expense
- Please include a cover letter outlining how your experience aligns with this role
- This position may require occasional evening meetings and participation in public engagement events

Ready to Join Us?

If you're passionate about leading high-impact projects and shaping the future of a vibrant, growing city, we want to hear from you! Join the City of Leduc and use your expertise to deliver sustainable infrastructure, guide smart growth, and create lasting value for all residents.

Apply today and be part of a team committed to innovation, collaboration, and meaningful community impact: www.leduc.ca/careers

Competition closes at 11:59 pm (MT) on **November 10, 2025**. Due to the high volume of resumes received, we are not able to respond to individual phone calls. This competition may be used to fill future vacancies at the same or lower classification level. We thank all applicants for their interest, however, only those selected for interviews will be contacted.