

BUILD A CITY. BUILD A FUTURE.



ENGINEERING PROJECT COORDINATOR – TRANSPORTATION PLANNING REGULAR FULL-TIME

As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation. City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. Build a City. Build a Future at the City of Surrey.

EMPLOYMENT STATUS

Union – CUPE – Regular Full-time

SCOPE

We are seeking an Engineering Project Coordinator to play a vital role within our Transportation Division. Reporting to a Senior Engineer/Network Planning Team Lead, you will perform technical work across transportation network planning, neighbourhood concept planning, congestion management, and conceptual infrastructure design. You will bring expertise in traffic and intersection analysis, corridor planning, and signal operations, and will help coordinate projects that influence multiple transportation modes across a growing urban network.

RESPONSIBILITIES

- Apply transportation engineering principles to support safe and efficient network outcomes.
- Support technical analysis for corridor and network initiatives, including traffic operations, geometric design, right-of-way concepts, and multimodal cross-sections, and lead specific assigned tasks under the direction of a Senior Engineer.
- Conduct traffic analysis and performance evaluation using traffic data and modelling tools to assess congestion, corridor operations, and network impacts.
- Prepare, review, and interpret conceptual and detailed transportation designs and construction drawings, including roadway geometry, signage and markings, traffic signals, ITS, and utilities.
- Conduct field inspections to support project delivery and verify compliance with design intent.
- Prepare technical documentation such as concept designs, terms of reference, scopes of work, technical memoranda, progress reports, and funding applications.
- Assist in the management of consultant assignments and review transportation studies, neighbourhood plans, and development-related assessments for compliance and policy alignment.
- Coordinate and communicate with internal City staff, consultants, developers, senior government agencies, and the public on transportation planning and design matters; respond to inquiries from staff, contractors, and the public.
- Provide input to the development of short- and long-range transportation capital programs.
- Supervise and provide technical guidance and training to junior engineering staff.

QUALIFICATIONS

- Completion of a two-year diploma in Engineering Technology from a recognized post-secondary institution, and a minimum of 5 years technical experience, including supervisory experience, or an equivalent combination of training and experience.
- Proficiency with using Synchro, other traffic modeling packages, and design software such as AutoCAD; experience with GIS is an asset.
- A demonstrated record of improving knowledge, skills, and abilities in the relevant areas of transportation and traffic engineering.

BUILD A CITY. BUILD A FUTURE.



- Related experience in the public sector, and/or working as a consultant on municipal transportation projects is an asset. Successful applicants must provide proof of qualifications.
- A valid and unrestricted driver's license is required.

OTHER INFORMATION

Pay Grade: 27

Hourly Rate: \$50.90 (2026 Rates)

Steps	Hourly Rate
Step 1	\$50.90
Step 2 (6 Months)	\$53.04
Step 3 (18 Months)	\$55.19
Step 4 (30 Months)	\$57.67