



Manager of Surveys (OLS) - Job ID #2609

Job Title	Manager of Surveys (OLS)	Status / Job Type	Permanent Full Time
Commission	Public Works	Department	Engineering Services
Union Affiliation	APAE/EXEMPT	Number of Openings	1
Rate of Pay	\$58.49 to \$73.11	Benefits Entitlement	Yes
Hours of Work	35 Hours Per Week	Posting Date (4:30 pm)	Apr 16, 2026
Existing Vacancy	New Position	Closing Date (4:30 pm)	May 14, 2026

Position Summary

Situated on the picturesque Grand River, the City of Brantford is a rapidly growing community of over 100,000 residents, located in the heart of Southern Ontario with direct access to Hwy. 403 and is in close proximity to the GTHA, Waterloo and Niagara regions. As a single-tier municipality, Brantford is responsible for the full spectrum of municipal service areas. We invite you to join our #TeamBrantford corporate culture with many progressive initiatives, including our hybrid work environment. The City is committed to the professional development of our staff and invite you to come, grow with us!

Reporting to the Director of Engineering Services, the Manager of Surveys (OLS) leads the delivery of municipal and legal survey services across the Corporation, ensuring accurate, timely, and compliant survey information for the City. This role will lead a dedicated team of engineering survey technicians and coordinates the work of third-party vendors to support various types of capital projects.

The Manager of Surveys (OLS) will be responsible for preparing and signing municipal legal surveys, providing expert advice on property boundary and title matters, and collaborating closely with various City departments on complex survey and land-registration issues. The role ensures survey policies, standards, and quality controls are consistently applied, and maintains the City's survey records, control networks, mapping, and databases. Key responsibilities also include managing survey-related capital and operating budgets, coordinating consultant contracts, maintaining and procuring survey equipment, ensuring regulatory compliance, and representing the department at public meetings and City Council. The position contributes to long-term planning and strategy to support City growth and infrastructure development. This is an opportunity to combine technical expertise, people leadership, and strategic thinking in a role that directly supports the City's infrastructure, development, and community outcomes.

Typical duties shall include:

- Oversees, guides, trains, coaches, and mentors the City's survey technicians;

- Manages the collection and preparation of topographic survey plans for capital works projects;
- Collaborates with the Legal and Real Estate departments, researching, reviewing, and advising on complex land title matters, preparing reference and expropriation plans, and working with the Land Registry Office;
- Provides subject matter advice and assistance related to property boundary and title matters to various internal departments, consultants, and the general public;
- Ongoing monitoring, calibration, maintenance, and replacement planning of survey equipment;
- Maintain the horizontal and vertical control networks and survey records for the City;
- Update the existing easement database and prepare reports and bylaws to dedicate rights-of-ways; and
- Other duties as assigned.

Qualifications

- University Bachelor of Science (Geomatics) degree or a Bachelor of Geomatics Engineering degree or equivalent.
- Full Ontario Land Surveyor (OLS) designation with the AOLS is required.
- Over five (5) years of relevant experience, demonstrating full competency in all aspects of Legal and Municipal surveying, including progressing supervision and management of staff.
- Strong time and project management skills with the ability to manage complex and rapidly changing demands.
- Superior verbal, written and interpersonal skills with the ability to develop and maintain an effective team environment.
- Excellent analytical, research, organizational and problem-solving skills and the ability to work independently.
- Must have a strong attention to detail and the ability to adhere to strict timelines.
- Must maintain and protect full confidentiality and client privacy.
- Extensive knowledge in pertinent legislation, policies, and bylaws within federal, provincial and municipal government.
- Must have a thorough working knowledge of Total Stations, GPSs and Levelling equipment.
- Possess strong computer skills including knowledge of Microsoft Office Suite, MS Project, GIS, Microsurvey and AutoCAD.
- Possess a valid Class G driver's license in good standing during the course of employment and access to a reliable personal vehicle.
- Ability to work after hours to accommodate low traffic patterns and/or attend meetings as required.
- The ability to work outdoors and lift heavy equipment as required.
- IMS 200 Certification or equivalent (ICS200) is considered an asset. Subject to course availability, certification must be achieved within the first year of employment.

Qualified candidates please attach a detailed .pdf format resume & cover letter

Information gathered relative to this position will only be used for candidate selection.

We thank each applicant for taking the time and effort to submit your resume, however, only candidates to be interviewed will be contacted.

Our organization is committed to promoting the independence, dignity, integration, and equality of opportunity of persons with disabilities by ensuring the accessibility of our facilities and services. Accommodations are available for all parts of the recruitment and selection process.

