



Infrastructure Asset Management Technologist

Permanent Full-Time

J0526-0546

The Town of New Tecumseth is looking for an Infrastructure Asset Management Technologist to join our rapidly growing team.

Why work with us?

Our growing community, identified as one of the fastest growing municipalities by Statistics Canada, located about an hour north of Toronto, offers beautiful rural and urban landscapes and diverse opportunities to work in a technologically progressive, public environment. Additionally, the Town offers the following perquisites:

- flexible work environment, including ability to work from home up to two (2) days per week
- employer paid health and dental benefit packages
- competitive salaries
- OMERS pension plan
- free gym membership at Town recreation centres
- professional development opportunities

The Infrastructure Asset Management Technologist is primarily responsible for the planning, inventory, data entry, analysis, and management of the Town's existing and growth-related assets. The position will be assisting in maintenance of the official record of the asset inventory and related information in the Asset Management System and performing quality control and data integrity of information within the system to identify issues with information in the repository, infrastructures or the physical plants. This position will report to the Manager, Financial Planning.

Responsibilities:

- Develop a fiscally responsible and technically accurate Capital Plans for existing and growth related linear and vertical infrastructures to ensure it remains in a state of good repair and supports growth including:
 - Maintain relevant parts of asset registry through field inspections, asset data collection, data quality and consistency and proficient use of town's asset management software systems (e.g. GIS, CityWorks etc.)
 - Analyzes and maintains the asset and geomatics database related to condition inspection, rehabilitation/ replacement and upgrade of City's various infrastructure assets
 - Gathering all available existing and growth-related asset information including input from the Engineering and Development department applicable master plans and studies, construction timing, costing and other existing asset condition and life cycle reports into a single repository.
 - Liaison and coordinate with the internal sections and departments to update the asset management reserve study for all services' assets
 - Coordinates studies of condition assessments, levels of service, risks, maintenance of all available existing and growth-related asset information.
 - Working with operators from Public Works and PRC department to understand operation and maintenance plans for assets, conditions of assets, rehabilitation / replacement needs in order to ensure field data is accurately reflected in asset management database.
 - Reviewing all possible maintenance and minor capital projects and establishing a priority program based upon available funding, risk and need
 - Ensuring all potential maintenance and minor capital projects are defined and scoped with details on project justification and priority.
- Provide professional, expert based technical support, advice and information relating to buildings, transportation, sewers, parks and all other roadside infrastructure condition, budgeting, financing and implementation.
- Work with other departments to develop policies, set priorities and be responsible for service delivery and the development and implementation of performance measures, objectives and strategies that ensure regulatory and laws are enforced proactively.
- Attend capital and development design review meetings to ensure assets are numbered with unique ID and cataloged in the Town's asset registry as per the Town's Strategic Asset Management Policy.
- Performs on-site inspections related to various Public Works projects. Ensures compliance with Provincial and Town standards, policies, engineering requirements, design specifications

Qualifications

- Required, Education: Diploma in Civil/Environmental/Mechanical Engineering Technology Program- 3-year technologist.
- Valid G drivers licence, and access to a reliable vehicle to use for work purposes
- Certified Engineering Technologist (C.E.T.) designation from OACETT or a certificate in asset management such as IPWEA, IAM, OGRA, etc. is preferred.
- Discipline related to environmental sustainability with accreditation such as Certified Energy Manager designation (CEM) or LEED (Leadership in Energy and Environmental Design) accreditation or Certified RET Screen Expert (CRE) is preferred.
- Minimum of three (3) years' experience in engineering, development, planning, maintenance plans, forecasting, budgeting, including two or more years of progressively responsible related experience with public infrastructure asset management or climate change programs.
- Knowledge and experience with Canadian and the international asset management standards and best practices with a focus on the municipal sector is mandatory
- Proficiency in computer software such as AutoCAD, geographic information systems (ArcGIS), SQL, Microsoft Office including advanced excel functions, Power Bi, and related database software systems.

Salary: \$78,569.73 to \$99,756.21, plus employer paid benefits and OMERS pension plan

Hours: 35 hours per week, 8:30 am – 4:30 pm, Monday - Friday

Location: Town Administration Centre, 24 Tupper Street West, Alliston

Start Date: June 22, 2026

To apply, please submit a cover letter, resume and copies of the required credentials (Designations, Education, Training, etc) by June 10th.

Apply here:

<http://clients.njoyn.com/CL3/xweb/xweb.asp?clid=56628&page=jobdetails&jobid=J0526-0546&BRID=EX352768&SBDID=20651&LANG=1>

We thank you for your interest; however, only those selected for an interview will be contacted.

Information collected will be used solely for the purpose of candidate selection, in accordance with the Municipal Freedom of Information & Protection of Privacy Act.

The Town of New Tecumseth is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. If contacted for an interview, please advise Human Resources if you require accommodation.