

Clarington

We're looking for a Manager, Capital Projects to join Clarington's Planning & Infrastructure Services team!

Why Clarington?

Clarington is a community full of possibilities.

As one of the fastest-growing municipalities in Durham Region, Clarington is home to over 107,000 residents across four urban centres and 14 hamlets. With our population expected to double by 2051, Clarington offers a perfect blend of urban living and small-town charm. We're known for our thriving energy and agricultural sectors, vibrant historic downtowns, and exceptional quality of life.

Our team thrives in a collaborative environment that promotes work-life balance and meaningful community impact. We value accountability, integrity, and respect, and we are deeply committed to fostering equity, inclusion, and diversity in the workplace. Together, we're building a stronger Clarington — for today and for future generations.

The future is bright – and working with the Municipality of Clarington means you can help shape it. How will you make your mark?

About the Role

Vacancy Status: This posting is for an existing vacancy.

Work Model: Hybrid

Reporting to the Director of Infrastructure, the Manager, Capital Projects is a professional who provides a highly specialized degree of expertise in the oversight and project management of major capital projects including but not limited to design and construction of buildings/facilities and transportation projects.

Key Responsibilities

- Providing leadership and oversight in planning, procurement, design, construction, and delivery of Clarington's major capital infrastructure projects.
- Overseeing Project Managers who manage major capital projects from planning through design, construction, commissioning, and close-out; while reporting to senior leadership and Council.
- Responsible for championing, proposing, and implementing project management best practices.
- Preparing reports, dashboards, presentations, and recommendations, while communicating project status, risks, budget performance, and key issues to senior leadership and Council.
- Managing a diverse portfolio of capital projects with varying scopes, complexities, and budgets.
- Active monitoring project schedules, budgets, risks, and overall performance.
- Implementing corrective actions and mitigation strategies when required.

- Providing leadership, mentorship, performance management, and workload oversight to staff.
- Ensuring compliance with municipal, regional, provincial, and federal requirements.
- Ensuring projects comply with all applicable processes, standards and best practices.
- Presenting capital project information to internal and external stakeholders.
- Working collaboratively with internal departments, external agencies, developers, consultants, and regulatory authorities.
- Representing the Municipality in project meetings and discussions with stakeholders and in legal proceedings arising from claims.
- Addressing public inquiries and communicate project impacts as required.

What you bring

- Degree in Civil Engineering, Construction Management, or an equivalent combination of education and experience in a related discipline to the satisfaction of the Department.
- A minimum of seven (7) years of experience, including experience at a supervisory or managerial level, in project management, design and construction of building/facilities and transportation projects including demonstrated leadership experience.
- A Professional Engineer (P.Eng.) designation through Professional Engineers Ontario is considered a strong asset.
- Experience in the planning and delivery of Canadian Construction Documents Committee (CCDC) contracts, with knowledge of various project delivery methods.
- Strong knowledge of project management, design, construction, site plan approval and rezoning processes, environmental assessment processes, federal and provincial standards and guidelines, Region of Durham standards, Municipality of Clarington standards and by-laws, Accessibility for Ontarians with Disabilities Act (AODA) requirements, industry best practices.
- Demonstrated experience in major infrastructure new build and rehabilitation projects, including project management, risk assessment, and scheduling.
- Strong communication skills including reporting to senior management and Council through dashboard preparation, presentations and reports.
- The ability to manage a diverse portfolio of ongoing projects involving various asset types, scopes, and budget values.
- Strong report writing and project management skills, with the ability to achieve program objectives while meeting tight deadlines.
- Excellent interpersonal and communication skills, both verbal and written, including demonstrated negotiation, facilitation, and conflict resolution abilities.
- Advanced computer proficiency, including Microsoft Office required.
- Proven strengths in customer service, communication, teamwork, initiative, accountability, and adaptability.
- The ability to communicate effectively at all levels of the organization and navigate political environments with tact and diplomacy.
- The ability to attend meetings during and outside normal business hours.
- Knowledge of Primavera (P6) is considered an asset.
- Project Management Professional (PMP) certification is considered an asset.
- Must be legally able to work in Canada.

What we offer

- Salary: Grade 11 (\$149,765 to \$182,040) of the 2026 Non-Affiliated Salary Administration Program.
- The Municipality of Clarington offers flexible work arrangements for eligible roles, where employees are empowered to do their best work in the way that works for them. Currently, this position is eligible for a flexible work arrangement option. Further details on this program will be discussed through the selection process.
- Hours of work: 35 hours per week with the flexibility to attend evening and weekend meetings (on and off site) as required.

Additional Information

A satisfactory criminal record check and proof of qualifications will be required for the successful candidate.

Pre-employment testing may consist of written and oral assessments.

How to Apply

Applications will be accepted until **September 23, 2026, at 11:59pm**.

To learn more about employment with the Municipality of Clarington and to apply for this exciting and challenging opportunity, visit: www.clarington.net/careers.

We thank all applicants for their interest. Only those selected for further consideration will be contacted.

Our Commitment to Equity

The Municipality of Clarington is a progressive and inclusive employer committed to equity, diversity, and creating a respectful and barrier-free workplace.

Accommodations are available throughout the recruitment process in accordance with the *Accessibility for Ontarians with Disabilities Act, 2005*. To request support or accessible formats, please contact the Human Resources Division at careers@clarington.net.

Privacy

Applicant information is collected under the authority of Section 11 of the *Municipal Act, 2001* for the purpose of evaluating the applicant. Questions about this collection can be directed to Human Resources at careers@clarington.net.