CAPITAL PROJECTS MANAGER

Naturally, Campbell River – *Located on Vancouver Island, the City of Campbell River offers a rare combination of a welcoming small-town feel with large-city amenities. We are a 45-minute drive from the winter and summer activities of Mount Washington, and just minutes from more than 100 km of all levels of mountain biking and hiking trails, plus easy access to the ocean, rivers and lakes for sports fishing, kayaking, paddle boarding and whale watching.*

The Role: The Capital Projects Manager, under the direction of the Director of Engineering, is responsible for leading and managing all functions related to the successful implementation of construction administration and project management for all capital projects within the City's operations including land use services; environment; sanitary sewer collection & treatment; storm water management; transportation; water supply, treatment & distribution; facilities; and parks.

In this role, the Capital Projects Manager provides technical and professional expertise with responsibilities ranging from strategic project planning through to detailed design development. The Capital Projects Manager works collaboratively with the Asset Infrastructure Manager and other department managers and staff to deliver a variety of projects supported by the City's Asset Management Plan and other strategic initiatives.

Capital Projects Manager Job Description

What we offer:

- **Competitive compensation:** Salary range of $110,928 to $130,510, commensurate with experience.
- **Attractive Vacation Package:** 6 weeks in your 1st year, increasing to 7 weeks at the start of the 2nd year.
- **Comprehensive benefits package**: Extended health and dental coverage, a defined pension plan, life insurance, long term and short term disability coverage.
- **Work Life Balance:** Position is eligible to participate in the Flexible Work Options Program.
- **Meaningful Work:** Opportunity to work with a collaborative, supportive, dynamic team, where your ideas matter and your contributions make a difference.

Our ideal candidate:

You are a strategic, results-driven project leader with strong technical expertise in municipal infrastructure and a collaborative approach to delivering capital projects. You thrive in a fast-paced environment, confidently managing multiple projects, budgets, and stakeholders while balancing competing priorities. Known for your sound judgment, integrity, and commitment to quality, you build trusted relationships with staff, consultants, contractors, and the community, and you deliver on-time, on-budget projects that strengthen the City's infrastructure and services.

Qualifications:

- Minimum of a two (2) year diploma from a recognized educational institution or college in Civil Engineering or a related discipline.
- Must be registered with Engineers & Geoscientists British Columbia (EGBC), or as an AScT with Applied Science Technologists and Technicians of BC (ASTTBC) or other self-regulated professional association relevant to the discipline/specialization.
- Project Management Professional Certification through the Project Management Institute or comparable.
- Certified Contract Administrator through the Master Municipal Construction Documents Association.
- Supervisory/Leadership skills training.
- Must possess and maintain a valid BC driver's licence and produce and maintain a clean driver's abstract, as per City policy.
- Minimum five (5) years progressive experience in municipal engineering, municipal operations, construction of municipal works and services and project management.
- Minimum of three (3) years managerial experience in a municipal environment.
- Minimum of three (3) years of Construction Contract Administration experience with direct exposure to MMCD and CCDC construction contract document sets.

- Project management experience and/or certification.

Posting closing date: December 13, 2026
Posting number: 26-080
To apply: Click on this link: https://smrtr.io/CWtkd

Please Note: We will be contacting applicants who meet our requirements as applications are received, and this posting may be closed without advanced notice.

When you apply: You will be asked to upload a cover letter and resume as part of the application process. You will also be asked to answer some screening questions related to the position.

Questions about this position? Email careers@campbellriver.ca

City of Campbell River

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