



Be Part  
of the **Story.**



At the City of Abbotsford our people are our greatest asset. We offer a wide range of diverse, stimulating and rewarding career opportunities that support and recognize high levels of performance. In Abbotsford, we work strongly to create a challenging yet rewarding environment for our employees to thrive. We invite you to become part of a place that has strong corporate and organizational values, rewarding career paths, challenging opportunities, and an engaging and dynamic team to work with.

**Engineering  
Permits Coordinator  
CUPE, Full Time Regular  
Posting #18-117**

**Be part of the story. Join our team today.**

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The City of Abbotsford is currently offering a Full-Time opportunity within our Engineering and Regional Utilities Department. Attention to detail, people skills and civil engineering knowledge will lead to success in this role involving the review and processing of engineering permits.

The Engineering Permits Coordinator ensures Engineering Permit applications are complete and include necessary documents such as letters of credit, inter-governmental approvals, and consultant reports.

The Engineering Permits Coordinator has considerable independence and exercises judgement in submission requirements, and interpreting applicable bylaws. Policy matters, difficult problems and impasses with applicants are discussed with the Manager, Engineering Inspections and Permits (Manager).

The Engineering Permits Coordinator assists the Manager with overseeing the work of others, including inspection and monitoring, and bylaw enforcement related to the Engineering Permit process.

Performance is evaluated in terms of quality of service and adherence to established standards of performance.

**As the ideal candidate you will have:**

- Grade 12 diploma;
- Diploma of Technology in Civil Engineering;
- Two years' experience in civil construction and inspection;
- Valid B.C. driver's license;
- Membership or eligibility for membership with the Applied Science and Technologists and Technicians of B.C. as an Applied Science Technologist (AscT).

This position is unionized, CUPE Local 774, and the hourly rate of pay is from \$35.69 to \$41.98 per hour. In addition, the City of Abbotsford offers a comprehensive benefits package.

At the City of Abbotsford we work strongly to create a challenging and rewarding environment for our employees to thrive. We offer ongoing personal and professional development opportunities, competitive compensation, and a comprehensive benefits package. To apply, please visit us online at [www.abbotsford.ca/careers](http://www.abbotsford.ca/careers)

**Closing Date: July 10, 2018**



**RECRUITMENT**

[www.abbotsford.ca/careers](http://www.abbotsford.ca/careers)