

Career Opportunity



Position: Engineering Development Technician II (Temporary)

Closing Date: January 3, 2019

About Us At the City of Kamloops, we are focused on creating the highest levels of service excellence, based on an organization-wide community culture that celebrates the employees who make it all happen. We offer many advantages including ongoing training and professional development opportunities, coupled with exceptional benefits, all in the beautiful natural setting of the BC Interior.

Kamloops is Canada's Tournament Capital, a family and business-friendly community committed to providing great customer service, enhancing community partnerships, and supporting economic growth. Our 700 employees provide customer services and programs to a local and regional population of 125,000 people. Kamloops provides abundant recreational possibilities for residents and visitors alike, as well as education and culture opportunities and activities.

Title Engineering Development Technician II (Temporary, Full-Time)

Job ID 1409 (External)

Pay Class Salary

Days of Work Monday to Friday

Hours of Work 8:30 a.m. to 4:30 p.m. (Winter)
8:00 a.m. to 4:00 p.m. (Summer)

Position Overview Note that this is a temporary position until approximately June 28, 2019 or return of incumbent.

Performs skilled technical, administrative, and sub-professional engineering work of a complex nature under the limited supervision of the Engineering Development Supervisor or Engineering Development Coordinator. Work includes reviewing complex technical and engineering planning, design, and construction projects and design drawings prepared by consulting engineers, architects, and utility companies. Work involves inspection of development construction projects for municipal infrastructure to ensure conformance to municipal standards and identifying inadequacies and substandard material and workmanship. Work involves both inside and outside work with regular visits to construction sites, driving between locations, and walking over rough terrain. Work involves providing information to developers, engineers, contractors, staff, and the general public on servicing and development related matters. Occasional pressures of volumes of work are a recognized part of the job. The incumbent may, on occasion, provide direction and coordinate other City staff and contractors with respect to development projects and inspections. Loss or damage from normal error would result in major damage and loss of service. The incumbent is responsible for exercising considerable tact, courtesy, diplomacy, and persuasion in some difficult, confidential, and sensitive situations.

Responsibilities 1. Prepares detailed reports for referrals from various departments while reviewing more sensitive issues with the Engineering Development Supervisor, including coordinating input from the Engineering Division, Traffic and Transportation Section, Utility Services Section, and Kamloops Fire Rescue, as well as on-site investigations.

2. Conducts regular inspections of development related projects to ensure work performed by consulting engineers and contractors is done in conformance with municipal specifications and approved engineering drawings, including the capture of as-constructed survey of critical infrastructure.
3. Conducts additional inspections required during maintenance periods. Conducts final construction inspections and makes recommendations to the Engineering Development Supervisor for acceptance of works to be taken over by the municipality.
4. Reviews engineers' construction estimates and requests for security reduction, making recommendations to the Engineering Development Supervisor for acceptance of works to ensure compliance to municipal standards.
5. Coordinates work between City staff and contractors as required for development related projects.
6. Consults with contractors, engineers, architects, and City staff in matters related to inspection and regulatory work performed.
7. Coordinates pre-construction meetings with engineers, contractors, and City personnel to ensure job site hazards are identified and prime contractor is designated and to ensure that work complies with municipal standards, traffic safety, geotechnical analysis testing, and all other aspects of the development project.
8. Approves Building Permit applications for provision of municipal services and access.
9. Approves permits, site development, and service plans to ensure compliance with municipal and provincial standards and future municipal planning.
10. Reviews and authorizes construction to proceed as per engineering drawings of subdivisions prepared by outside consultants to ensure that designs meet municipal and provincial standards for roads and services and makes recommendations for change to a professional engineer.
11. Receives, examines, and approves all utility company plans for proposed services (or changes to existing services) against other existing or planned services, City bylaws and standards, provincial regulations, and lists deficiencies and makes recommendations for change.
12. Signs approvals for small utility changes and recommends approval on more complex utility changes and new installations.
13. Estimates all City services to residential and commercial lots and small independent subdivisions.
14. Submits reports and attends meetings of the utility company regarding subdivision work, progress reports, and future plans.
15. Conducts on-site inspections of proposed subdivisions and compiles reports on services and utilities, including details involved in the job spectrum.
16. Approves Access Permits, Road Right-of-way Usage Permits, Demolition Permits, Blasting Permits, and Earthwork Permits in conjunction with the Engineering Division.
17. Assists the public by providing information regarding land development projects, servicing, accesses, regulations, procedures, etc.

18. Checks as-constructed drawings submitted by consultants to ensure they comply with City standards.

19. Assists in the review of bylaw policies and approval procedures and make recommendations for updating.

20. During periods of slower development activity, additional duties may include design and drafting of municipal projects, conducting studies of varied municipal infrastructure, and preparation of as-built records in computer-aided design (CAD) and geographic information system (GIS) environments.

21. Performs related duties as required.

Requirements REQUIRED SKILLS, ABILITIES, AND KNOWLEDGE

1. Thorough knowledge of complex engineering principles and practices.
2. Thorough knowledge of City specifications; master municipal contract documents; applicable bylaws; and Council resolutions regarding building, zoning, and subdivision control.
3. Thorough knowledge of engineering and architectural drafting, terminology, practices, and techniques.
4. Thorough knowledge of materials and equipment used in construction and municipal works gained through experience in design and field inspection of a variety of municipal facilities.
5. Ability to interpret engineering and architectural plans and specifications.
6. Ability to communicate effectively orally and in writing.
7. Working knowledge of CAD.
8. Ability to write routine reports.
9. Ability to perform as-constructed survey pick up using Global Positioning System (GPS) equipment.

PREFERRED TRAINING, EXPERIENCE, MEMBERSHIPS, ETC.

1. Previous experience performing development approvals in a municipal environment.

REQUIRED LICENCES, CERTIFICATES, ETC.

1. Completion of senior secondary school or its equivalent.
2. Completion of a two-year diploma in civil engineering.
3. Minimum three years' experience in design and field inspection of municipal facilities including waterworks, sewerage, roads, and structures.
4. Eligible for certification as an Applied Science Technologist with the Applied Science Technologists and Technicians of BC (ASTTBC). Consideration will also be given to a Certified Technician with extensive experience in municipal design and approvals.

5. Valid Class 5 BC Driver's Licence.

For new hires, and for those working in designated positions of trust, including those working directly with vulnerable persons, no formal offer of employment will be made until an applicant completes and passes a criminal record check.

Department Development, Engineering and Sustainability

Position Type Temporary full-time

Reports To Engineering Development Supervisor

City Kamloops

Province British Columbia [BC]

Country Canada [CA]

Position CUPE Salary

Hourly Wage \$40.31

Closing Date 1/3/2019

Compensation & Benefits Overview Refer to Article 19(g)(i) in the City of Kamloops/CUPE 900 Collective Agreement regarding Benefit Allowance for part time and temporary employees.

Please note that persons with disabilities who require assistance with the application process may contact the Human Resources Department at (250) 828-3439.

To apply for this position, please visit our website at <https://www.kamloops.ca/city-hall/career-opportunities>.