



CITY OF PETERBOROUGH

A diversified and active community with a population of approximately 75,000 people offers excellent opportunities for growth, as well as higher learning at Trent University and Fleming College. The City of Peterborough is currently seeking:

ASSET MANAGEMENT ADMINISTRATOR **Utility Services Department/Infrastructure Planning Division** **File #: 15-P-20**

Job Details:

Provide a lead role in the development, implementation, and administration of asset management plans. Developing and implementing asset management policy and procedures; providing leadership to and working in partnership with City departments to develop an asset management work plan that is corporately integrated including multiple assets from different operations; providing the enthusiasm and momentum for asset related projects; and developing an on-going Asset Management Program that provides direction to long range strategic capital planning.

Qualifications:

Knowledge and experience normally associated with a degree in Civil Engineering or a Community College Diploma in Civil Engineering Technology or equivalent with at least 3-5 years of engineering work experience. Requires a minimum of 5 years' multi-disciplinary experience leading major corporate projects and initiatives. Experience working in a municipal setting is considered beneficial. Must possess a working knowledge of the Acts, Regulations, By-laws and an understanding of municipal asset management planning. Strong knowledge and understanding of asset management principals, processes and practices. Good knowledge of life-cycle and risk management techniques as well as Financial Planning. Possess a demonstrated record of strong leadership and guidance, technical competence, customer focus, innovation/creativity, team advocacy, staff delegation and empowerment, staff development, and be committed to results. Advanced oral and written communication skills; the ability to work within deadlines; the ability to function in a computerized environment including an advanced knowledge of word processing, spreadsheet, database languages and software; the ability to support and facilitate positive work relationships in a unionized environment; proven ability to establish effective working relationships with all internal and external stakeholders. A respect for the diversity of opinions, perspectives and ideas; and be comfortable with changing priorities and demands. Must understand multi-disciplinary asset requirements to effectively develop and maintain asset policies and valuation methodologies in the operation, maintenance and upgrade of municipal infrastructure including but not limited to roads, water and waste water, bridges, facilities, parks.

Salary: \$87,341 - \$95,470

Qualified applicants are invited to submit a résumé and cover letter, quoting file number **15-P-20** no later than 4:30 p.m. on **Friday, April 24th, 2015**, to: The City of Peterborough, Human Resources Division, City Hall, 500 George Street North, Peterborough, Ontario K9H 3R9. Fax: (705) 742-7021 hr@peterborough.ca

The City of Peterborough is an organization that strives to embrace the spirit of inclusion, diversity, equity and accessibility. We are an equal opportunity employer committed to building an inclusive and barrier-free environment in which all individuals have access to the City's goods, services and facilities.

If contacted for an employment opportunity, please advise Human Resources if you require an accommodation. The personal information submitted for employment is collected under the Freedom of Information and Protection of Privacy Act and will be used to determine eligibility for employment. We thank you for your application, but advise that only those selected for an interview will be contacted.

www.peterborough.ca/jobs