



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:

CONSTRUCTION SERVICES COORDINATOR **Utility Services Department/Engineering & Construction Division** **File #: 15-P-23**

Job Details:

The Construction Services Coordinator is responsible to oversee all aspects of construction on municipal infrastructure projects throughout the City, including new subdivision construction. Coordinate street light maintenance, repair and replacement. Coordinate and supervise the work of engineering and construction inspectors.

Qualifications:

Requires a minimum of: a 3 year College Diploma in Civil Engineering Technology and is registered as a Certified Engineering Technologist (C.E.T.) with the Ontario Association of Certified Engineering Technologists and Technicians (OACETT); 5 years of progressively responsible experience, post OACETT registration, in leading or coordinating the design, construction, and inspection of municipal services; and is accompanied by provincial government training and certification in related construction/inspection/installation courses.

Must have working knowledge of provincial and municipal policies and procedures related to surveys and construction, the Ontario Provincial Standard Specifications and Drawings, the Ministry of Transportation Construction Manual, Ministry of Labour Laws, and the Occupational Health and Safety Act. Requires demonstrated experience and expertise in survey and inspection techniques and contract administration related to municipal engineering services installation. Requires knowledge of construction specifications and the ability to interpret technical drawings. Requires good organizational, project management, communication, and problem-solving skills. Requires excellent interpersonal, leadership, and supervisory skills to guide the work of professional reporting staff and to work effectively with contractors and suppliers. Requires the ability to prepare technical reports and maintain clear electronic/computerized records. Must have intermediate level proficiency in a variety of software including MS Office Suite. Requires a valid Ontario driver's license to fulfill the requirements of the position.

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

Qualified applicants are invited to submit a résumé and cover letter, quoting **file #15-P-23** no later than 4:30 p.m. on **Wednesday, May 27th, 2015** to: 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