



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:

SENIOR PROJECT MANAGER (Temporary – up to 5 years) Utility Services Department File #:16-T-08

Job Details:

The Senior Project Manager will lead, coordinate and/or conduct projects/studies to support the engineering and construction activities of the Utility Services Department. Lead and coordinate Municipal Class Environmental Assessment (Class EA) processes for the City of Peterborough to ensure the planning and design of municipal infrastructure projects meet the requirements of the Environmental Assessment Act. Serve as an advisory resource to other Departments on the Municipal Class EA process. Oversee all aspects of project delivery for assigned Utility Services projects that are lead by consultants.

Qualifications:

Requires a minimum University degree in Environmental Studies, Sciences, Engineering or a related field and a minimum of 5 years of progressive experience conducting special studies and/or managing major projects to support municipal infrastructure related activities. Professional Engineer would be considered an asset. Project and/or contract management certificates/courses would be an asset. Requires demonstrated experience leading projects and teams through Environmental Assessments and other engineering studies; knowledge of engineering and design principles and standards; knowledge of relevant legislation (e.g. Environmental Assessment Act, Water Resources Act, Municipal Act, Construction Lien Act, Occupational Health and Safety Act etc.); excellent communication skills for making presentations to large groups, facilitating public meetings, directing and guiding consultants, and responding to inquiries of the media and public; extensive experience in contract tendering and administration; excellent leadership, negotiation, and problem-solving skills to successfully guide the work of others including consultants and contractors; advanced report writing skills to prepare formal analysis and recommendations for Council and senior staff; and demonstrated proficiency with a variety of software applications (e.g. GIS platforms, MS Office Suite, PowerPoint etc.). Requires a valid driver's license to fulfill the requirements of the position and the ability to work extended hours to attend evening meetings, as required.

Salary: \$87,341 - \$95,470 (2015 Rates)

Qualified applicants are invited to submit a résumé and cover letter, quoting **File #: 16-T-08** no later than 4:30 p.m. on **Thursday, February 11th, 2016**, 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