



The Corporation of the City Of Brantford Engineering Services

requires

Supervisor of GIS Services Job ID #2065

Situated on the picturesque Grand River, the City of Brantford is a rapidly growing community of over 100,000 residents, located in the heart of Southern Ontario with direct access to Hwy. 403 and is in close proximity to the GTHA, Waterloo and Niagara regions. As a single-tier municipality, Brantford is responsible for the full spectrum of municipal service areas. We invite you to join our #TeamBrantford corporate culture with many progressive initiatives, including our Work from Home arrangement. The City is committed to the professional development of our staff and invite you to come, grow with us!

Reporting to the Manager of Infrastructure Planning, the Supervisor of GIS Services is responsible for leading a team of GIS professionals focused on collecting, managing and analyzing geographic data for infrastructure management and emergency services. Delivery of this portion of the program includes supervision of full-time Union team of GIS Technicians and Specialist. Duties include but are not limited to:

- Provide leadership and guidance to GIS staff
- Manage and/or coordinate GIS projects, ensuring proper data management and analysis to project goals
- Ensuring accuracy and integrity of spatial data for municipal planning and decision-making
- Implement and maintain GIS policies, procedures and standards to support municipal goals and objectives
- Facilitate communication and coordination among City departments to complete GIS initiatives and regulatory compliance tasks
- Develop and update staff training material including standard operating documents
- Coordinate software packages and updates, including equipment upgrades and act as an IT liaison for system interfacing and integrations
- Develop and maintain project schedules and project cost estimates
- Research of new technologies and GIS functions
- Assist in the preparation and interpretation of procurement documents, Request for Proposal (RFP), Request for Tender (RFT), Request for Quotes (RFQ), review of records, documents, and reports when needed
- Other duties as assigned

QUALIFICATIONS

- Possess a three (3) year community college diploma in geomatics, geography, environmental, computer science or a related field
- A minimum of five (5) years of demonstrated progressive experience in the field of geomatics/GIS with experience using ESRI software with experience in database management and project management
- Experience or knowledge of municipal infrastructure management will be considered an asset
- Eligible for a Certified Engineering Technologist (CET) or Professional Engineer (P. Eng.), Project Management Professional (PMP) designation considered an asset
- Relevant certifications such Geographic Information System Professional (GISP) or ESRI Technical Certification and/or leadership training will be considered an asset
- Experience with the Highway Traffic Act, Construction Act, Occupational Health and Safety Act, Ontario Provincial Standards and Specifications, Ministry of the Environment, Conservation and Parks (MECP), Work Zone Safety and other applicable legislations and specifications
- Excellent interpersonal skills, communication with the public, Council, contractors and City Staff and demonstrated ability to build and maintain relationships with the public, contractors, consultants and city staff
- Knowledgeable with MS Office, MS Project, AutoCAD Civil 3D, ArcGIS Pro or other GIS systems and activity management systems
- Supervisory experience and the ability to provide technical expertise in the planning, budgets, design, tender process and contract administration
- Must possess a valid Ontario Class G Driver's License in good standing during the course of employment

WAGE/SALARY RANGE: \$46.44 to \$58.05 per hour (35 hours per week) plus benefits.

To apply on-line, please visit the City of Brantford website at <https://careers.brantford.ca/> and click on **Current Opportunities**.

Closing date for applications: **Thursday, May 2, 2024, at 4:30 p.m.**

Information gathered relative to this position will only be used for candidate selection.

We thank each applicant for taking the time and effort to submit your resume, however, only candidates to be interviewed will be contacted. Our organization is committed to promoting the independence, dignity, integration, and equality of opportunity of persons with disabilities by ensuring the accessibility of our facilities and services. Accommodations are available for all parts of the recruitment and selection process. Applicants need to make their required accommodations known in advance.