

**CITY OF CORNER BROOK
CAREER OPPORTUNITY**

ENGINEERING TECHNICIAN for WORK PLANNING

The City of Corner Brook is presently accepting applications for the non-union position of **Engineering Technician for Work Planning** with the Department of Public Works, Water & Wastewater. The successful candidate will report to the Director of Public Works, Water & Wastewater or designate and will be responsible for receiving work requests from multiple internal sources. The Engineering Technician will be involved in determining whether work projects are within the scope of internal City forces or whether it is more efficient to offer to external service providers. For internal work projects, this position will prepare work orders for water and sewer and public works that include a step by step process for completing the work with an estimate of labour costs, materials required, equipment needed and time required to complete the work. The position will review completed work orders/work projects to ensure the accuracy of estimates and question additional time/money spent and track key performance indicators to identify areas for improved efficiency. This position will encourage feedback from the Foreman to assist with more accurate estimates and conduct periodic follow up meetings with the decision makers to analyse the success or failure of the project and determine necessary steps for improved success. For external work projects, this position will be responsible for creating a scope of work, schedule of work, cost estimate, and tendering or obtaining quotes for work depending on the estimate, evaluating tenders/quotes, ensuring proper oversight of the project from start to finish and approving invoices. The incumbent in this position will be responsible for receiving, investigating and following up on all damage claims received by the City. This position must sustain a strong commitment to safety, ensuring that safety is kept at the forefront and no compromises are encountered which would potentially jeopardize the safety of the workers, the equipment or members of the public.

The successful candidate must possess a diploma in Engineering Technology from a recognized post secondary institution supplemented with a minimum of five (5) years of work experience in a supervisory/management capacity with an emphasis on planning/scheduling and/or construction. The successful applicant must possess good interpersonal skills and the ability to interact with the public and City staff. Experience in public works and water and sewer as well as professional training on work scheduling and work orders would be considered an asset.

SALARY: \$47,695.13 - \$63,593.10

CLASSIFICATION: Non-Union

HOURS OF WORK: 40 Hours Per Week

CLOSING DATE: September 7th, 2018

COMPETITION NO: 2018-41

Please submit résumés, **giving complete details of qualifications**, on or before **4:30 pm, Friday, September 7th, 2018** to: Human Resources Office, City of Corner Brook, P.O. Box 1080, Corner Brook, NL, A2H 6E1; E-mail hr@cornerbrook.com.

The City of Corner Brook thanks all applicants for their interest; however, only those selected for an interview will be contacted.