



EMPLOYMENT OPPORTUNITY **LAC LA BICHE COUNTY**

Engineering Technologist **Full Time Permanent Position**

Under the direction of the Engineering Services Manager, the Engineering Technologist is responsible for providing technical and administrative functions related to Capital projects and other engineering activities within Lac La Biche County. The incumbent is to ensure conformance to GMSS standards and other applicable County bylaws and policies. This position is also responsible for the engineering support of construction projects, technical support relating to software and hardware, preparing technical documents and participates in the development of long-term plans.

Responsibilities:

- Review and recommend street closures. Prepare street closure permits and distribute notifications to all necessary agencies including Police, Fire, etc., as well as ensure that every reasonable effort has been made to notify anyone who will be affected by the closure and minimize inconvenience to the general public.
- Review engineering drawings and provide advice to Senior Management, Departmental Manager, Development Officer, Development Technician, Building Officials, and additional agencies internal and external, related to development engineering issues, including subdivision applications and commercial, institutional, and multi-unit residential building permit applications. Review engineering compliance and recommend stop work orders for applicable permits.
- Provide technical engineering advice and estimates to Senior Management, Departmental Manager, engineering consultants, contractors, lawyers, general public, and other agencies respecting engineering codes, plans, and specifications. Provide advice and support to other business units relating to new infrastructure. Provide advice to the Development Engineers, Development Officers, and Planners with respect to the interpretation of practices, policies, and procedures under the terms of Development Agreements and Servicing Agreements.
- Review and approve construction cost estimates of new construction required for performance, inspection fees, and warranty security provisions of third party servicing Agreements in new developments.
- Provide engineering support for Public Works infrastructure projects including prepare RFP's, RFQ's, supervise and coordinate with consultants and contractors, construction supervision, cost analysis, surveying, CAD drafting/design, quantity surveys, tender review, and design. Provide information and support to developers, builders, engineers, contractors, and the general public pertaining to County engineering policies and procedures. Supervise and coordinate with consultants and contractors.

- Conduct Permit inspections and investigations. Under the direction of the Manager of Engineering Services, administer Municipal by-laws and policies and provide consultants with technical advice relating to commercial, institutional, and multi-unit residential building permit applications. Manage fuel tank applications, registrations, and installations.
- Prepare technical documents such as caveats, development agreements, crossing agreements, and access agreements. Provide land survey services. Prepare/print CAD drawings/maps. Prepare contract documents for all aspects of road construction projects.
- Manage the County RTK (Survey) system including system setup, maintenance, and providing training and support to County Staff on its use.
- Perform civil engineering calculations as assigned and required as per County standards.
- Propose and negotiate plan changes with developers/consultants relating to access, street systems, storm water management, and other similar issues, as per County standards and policies.
- Respond to public inquiries and maintain good public relations.
- Participate in the planning and review of Transportation Master Plans, long term capital plans, area structure plans, the municipal development plan, area re-development plans, land use bylaws, annual budgets, and other associated documents.
- Assist in the management of County owned lands.
- Perform other duties as assigned by the Manager of Transportation.
- Perform all activities in conjunction with the applicable Occupational Health and Safety guidelines as established by Lac La Biche County.

Qualifications:

- Must possess a Diploma in Civil Engineering or Civil Engineering Technology, or have a minimum of five (5) years' experience in municipal engineering or combination of education and experience.
- CET or P. Eng. Education preferred, combination of education and experience may be considered.
- Project Management Certificate would be an asset.
- Thorough knowledge of the municipal design and construction codes, as well as standards, policies, and procedures which relate to municipal service systems, and their application to new development.
- Knowledge of the principles and practices in engineering technology, municipal engineering, and construction methods.
- A good understanding of the Lac La Biche County municipal bylaws related to construction approvals and the General Municipal Service Standards (GMSS).
- Knowledge of associated Construction Approval Departments and agencies as well as their related procedures and regulations.
- Knowledge and proficiency in basic computer operating systems, MSWord, Excel, Access, and PowerPoint. Basic understanding of GIS and AutoCAD.

- Must submit a Driver's Abstract, Criminal Record Check, Child Welfare Check, and Medical Assessment that meets the satisfaction of the County.

Salary range: \$75,504.00 to \$102,148.80 annually

- Lac La Biche County offers a comprehensive and competitive benefits package, including:
 - 100% Employer paid Health and Dental Benefits
 - Employee and Family Assistance Plan
 - Local Authorities Pension Plan
- Competition Number: 41-ET-19
- Closing Date: This competition will remain open until a suitable candidate is found.

Candidates from this competition may be used to fill future vacancies at the same classification level within the next 6 months

Interested candidates are invited to forward their resume in strict confidence to:

Attention: Human Resources

Lac La Biche County

Box 1679 Lac La Biche, AB T0A 2C0

Fax: 1-888-421-2533

Email: hr@lACLAbichecounty.com

We thank all interested applicants; however, only applicants selected for an interview will be contacted.