

The County of Dufferin is an upper tier municipality which sits on the fringe of the Greater Toronto Area, about 100 km northwest of Toronto. It is largely a rural county with three urban settlement areas. The region is well known for its rivers, rolling hills and excellent outdoor recreation opportunities. The UNESCO World Biosphere Reserve, the Niagara Escarpment and the world famous Bruce Trail, run through Dufferin offering spectacular vistas and hiking opportunities. Home to over 61,000 residents the area boasts fabulous restaurants, shopping and amenities. We are currently recruiting for a:

CIVIL ENGINEERING TECHNOLOGIST Permanent Full Time

JOB ID: C69-23	LOCATION: Remote & 30 Centre St., Orangeville
JOB TYPE: Permanent Full Time (Non-Union)	DEADLINE TO APPLY: 4:30 p.m. on December 4, 2023

Reporting directly to the Engineering Project Manager, and ultimately the Manager of Engineering, the Civil Engineering Technologist applies strong engineering knowledge to plan, design, and coordinate the construction and rehabilitation of the County transportation network. This position is responsible for developing cost effective design solutions and identifying opportunities for improvement of County infrastructure. This includes assisting with the preparation of procurement documents by developing contract specifications and providing detailed engineering contract drawings, figures, maps, and quantity estimates for Request for Proposals (RFP), Request for Quotes (RFQ), and tender documents. This position also provides onsite construction supervision and coordination to successfully administer the County's Capital Works program.

What we can offer YOU!

- A diverse, supportive, and collaborative work environment
- Hybrid work model
- A competitive hourly wage ranging between \$42.97- \$50.26
- Enrolment in our comprehensive health benefits program
- Enrollment in OMERS pension plan
- Access to Perkopolis; discount, reward and benefits program
- Access to an Employee and Family Assistance Program
- Unlimited access to live and interactive webinars offered by the Canadian Centre for Diversity and Inclusion (CCDI)

What you'll do

- Work with the Engineering Division to plan, design, coordinate, and oversee the construction and rehabilitation of County transportation network
- Collect, compile, and process topographic surveys for use in Capital project designs
- Develop highly detailed project design drawings incorporating innovative construction methods using AutoCAD Civil 3D and other design related software
- Prepare detailed cost estimates in support of the annual 10-year Capital construction budget
- Develop technical contract specifications and detailed design drawings for Request for quotation (RFQ), Request for Proposal (RFP), and Tender documents
- Secure approvals from Conservations Authorities, Ministries, Provincial, Federal, etc. to enable assigned projects to proceed
- Construction site supervision, including maintaining detailed inspection records, coordinating material testing, and liaison with contractors, consultants and residents.
- Perform construction layout using Geographic Positioning System (GPS) RTK, rod and level, and total station technology.
- Complete site investigations, and technical reviews required for issuance of Dufferin County Entrance Permits.
- Administer the County's responsibility related to the underground utility protection program with Ontario One Call including managing the County database, correspondence with applicants, and providing on-site locates for County owned buried infrastructure
- Manage the day-to-day activities of summer students including construction inspection, traffic data collection, topographic surveying and construction layout

What you'll bring

- University degree, or college diploma in Civil Engineering or a closely related field.
- Professional Engineering Designation (P.Eng.), licensed with Professional Engineers of Ontario (PEO), or Certified Engineering Technologist Designation (C.E.T.), maintaining membership in good standing with the Ontario Association of Certified Engineering Technicians and Technologists (OACETT)
- Five (5) years' experience working in the Civil Engineering field.
- Extensive experience in the design of highway and bridge projects.
- Construction site experience administering new construction and the restoration of existing assets.
- Ability to interpret site plans, engineering design plans, and structural drawings and specifications.
- Experience using survey equipment including total station, RTK GPS, laser level, rod and level and various other technologies.
- Strong project management and construction contract administration skills.
- Knowledge in the review of municipal infrastructure including pavement, and bridge condition assessments.
- Proficient in working with desktop design software including; AutoCAD Civil 3D and Map, Microsoft Office software including, Word, Excel, Outlook, PowerPoint and Access.
- Knowledge of Provincial, Federal and Environmental legislation and regulations
- Thorough working knowledge of Ontario Provincial Standard Specifications, Ontario Provincial Standard Designs, Transportation Association of Canada Guidelines.
- Suitable work from home environment including reliable high speed internet
- Flexibility to work overtime as needed
- Valid Class G driver's license and access to reliable transportation
- Suitable work from home environment including reliable high speed internet

The County of Dufferin strives to provide exceptional customer service to all its residents and visitors. To effectively do so, all positions at the County of Dufferin require a commitment to upholding the County's equity mandate through on-going and mandatory training and examining our day-to-day operations and impacts through an equity lens. Therefore, throughout the selection process, candidates will have demonstrated their ability to be anti-racist, equitable, inclusive, and respectful.

Ready to apply?

Interested applicants are invited to submit a resume and cover letter before the closing date and time to: hr@dufferincounty.ca

As an organization, we recognize the value of diverse perspectives and lived experiences, and the importance of creating an environment that embraces and supports these. We are committed to creating and fostering a workplace where all employees feel a sense of dignity and belonging. As such, we seek to attract, develop, and retain highly talented employees with a variety of identities and backgrounds, to better reflect the growing diversity of our region.

We actively encourage applications from members of groups with historical and/or current barriers to equity, including, but not limited to:

- First Nations, Métis and Inuit peoples, and all other Indigenous peoples.
- Members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin.
- Persons with visible and/or invisible (physical and/or mental) disabilities.
- Persons who identify as women; and
- Persons of marginalized sexual orientations, gender identities, and gender expressions.



We value the contributions that each person brings and are committed to ensuring full and equal participation for all in our workplace.

All applicants are thanked for their interest. Those chosen for next steps in the selection process will be advised by December 11, 2023. Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection and will not be used for any other reason. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.

DISCOVER YOUR CAREER WITH US

