

Technologist 3 – Technical Services

Department: Water and Waste

Division: Engineering Services

Designated Work Location: 1199 Pacific Avenue, Hybrid

Position Type: Permanent

Salary: \$2,739.95 - \$3,221.72 bi-weekly as per the Technologist Grade 3 classification within the C.U.P.E Collective Agreement

Posting No: 123972

Closing Date: November 29, 2023

Providing a wide range of services to over half of all Manitobans, The City of Winnipeg is one of the largest employers in Manitoba. We provide a comprehensive range of benefits and career opportunities to our employees. These include competitive salaries, employer-paid benefits, dental and vision care, pension plans, and maternity/parental leave programs. Additionally, we offer education, training, and staff development opportunities to ensure that our employees are equipped with the necessary skills to advance in their careers.

Our Benefits web page provides detailed information about the benefits we offer, and we encourage you to visit it for further information at [City of Winnipeg Benefits](#). We take pride in fostering a [respectful](#), [diverse](#), safe, and healthy workplace where our employees can thrive and achieve their full potential.

Flexible work arrangements, which may include flexible hours, remote work, or a hybrid of remote work may be available; subject to review and approval. Please note that Employees who are approved to work remotely are responsible for and must demonstrate that they are available to return to their Designated Work Location and/or other work location to attend meetings or attend other tasks that occur in person.

The City is committed to attracting and retaining a diverse skilled workforce that is representative and reflective of the community we serve. Applications are encouraged from equity groups that have been and continue to be underrepresented at the City; Indigenous Peoples, Women, Racialized Peoples, Persons with Disabilities, 2SLGBTQQIA+ Peoples and Newcomers are encouraged to self-declare.

Requests for Reasonable Accommodation will be accepted during the hiring process.

Preference to internal applicants may be applied.

Job Profile

Under the direction of the Technical Services Supervisor, the Technologist 3 provides general supervision of assigned junior Technologists and has primary responsibility to conduct, coordinate and oversee work assignments of others for the purposes of administering the Lot Grading, Sewer and Water By-laws, ensuring compliance with the Standard Construction Specifications and related Provincial regulations including the responsibility for the provisions of by-law enforcement relating to those activities.

As the *Technologist 3* you will:

1. Conduct and/or oversee the review and approval of residential (single family dwelling) and non-residential (commercial, industrial, multi-family) building plans relating to lot grading and site servicing.
2. Review and approve the release of all lot grading, sewer and water blocking deposits or oversee this work by others.
3. Assign and oversee work of sewer and water connection inspections for new development and infill area construction, plus repairs and renewals of existing service pipes, including oversight of Contract Administration relating to Section 41 of the Sewer By-law.
4. Review and approve engineering consultant lot grading plans for residential subdivision development and maintain associated drawings and approval information in paper and electronic format.
5. Coordinate and assign staff activities relative to field survey work for Capital Projects, resident drainage complaints and miscellaneous departmental survey requests.
6. Administer the process and maintain records for Sewer and Water Contractor Licensing, including the preparation of annual renewals and contractor performance reviews.
7. Conduct meetings with customers, contractors and engineering consultants relative to administration of the Lot Grading, Sewer and Water By-laws.
8. Provide information to customers and contractors with respect to sewer and water servicing and lot grading.
9. Meet and communicate with other Water and Waste Department personnel and other City departments.
10. Ensure compliance with safety regulations and safe work practices, including regular review and update of Safe Work Plans and Standard Operating Procedures.
11. Perform other related duties consistent with the classification, as required.

Your education and qualifications include:

1. Graduate in Civil Engineering Technology from a recognized Institute of Technology such as Red River College (discipline in Municipal Engineering Technology preferred).
2. Membership in C.T.T.A.M. (Certified Technicians & Technologist Association of Manitoba) as a Certified Engineering Technologist (C.E.T.) or Certified Applied Science Technologist (A.Sc.T.).
3. Minimum 7 (seven) years of experience in a municipal engineering environment.
4. Demonstrated knowledge/understanding of the Lot Grading, Sewer and Water By-laws.
5. Demonstrated knowledge/understanding of Geographic Information Systems (GIS) (data entry, attributes, mapping, queries, and metadata).
6. Demonstrated knowledge in the use and care of survey equipment (GNSS, Total Station, Rod/Level).
7. Demonstrated ability and initiative to work under a minimum amount of supervision while planning, coordinating and supervising the work of junior technologists.
8. Demonstrated ability to schedule tasks effectively and work quickly and efficiently on a number of concurrent projects in an environment of varying priorities.
9. Ability to read and interpret sewer and water systems drawings, lot grading plans, site servicing drawings, technical drawings, and specifications pertinent to the duties of the position.
10. Demonstrated knowledge of construction procedures, materials, and installation methods.

11. Knowledge of the City's sewer and water infrastructure including operation, maintenance, service level standards, design standards and specifications.
12. General knowledge of Department regional facilities and infrastructure.
13. Demonstrated ability to understand and follow verbal and written instructions. This includes the ability to communicate and express ideas clearly and concisely, both verbally and in writing with all levels of staff, stakeholders and the general public.
14. Proficiency in the use of a personal computer in a Windows environment using Microsoft Office Suite, including Word, Excel, Outlook, PowerPoint and Access.
15. Demonstrated ability to establish and maintain positive working relationships in a stressful environment with employees at all levels of the organization, the general public, contractors, engineering consultants and builders, in accordance with the Respectful Workplace Standard.
16. Must have, or be able to acquire in a reasonable period of time, a thorough knowledge of the occupational hazards and the safety precautions and regulations that are applicable to the position's area of work.

Conditions of employment:

1. The successful applicant must maintain legal eligibility to work in Canada. If the successful applicant possesses a work permit, it is their responsibility to ensure the permit remains valid.
2. A Police Information Check satisfactory to the employer will be required from the successful candidate, at their expense.
3. Must possess and maintain a valid Class 5 Manitoba Driver's Licence.
4. Able to obtain and maintain a Special Constable Status within 6 months.

APPLY ONLINE, including all documentation listed below:

1. Current resume AND/OR Application Form (**Required**).
2. Cover letter.
3. Copy of Technologist Diploma.
4. Secondary education transcripts.
5. Applications submitted without REQUIRED documentation will not be considered.

Your application documents must clearly indicate how you meet the qualifications of the position.

Notes

Online applications can be submitted at <http://www.winnipeg.ca/hr/>. For instructions on how to apply and how to attach required documents please refer to our [FAQ's](#) or contact 311.

Hours of Work: 8:30 a.m. to 4:30 p.m., Monday to Friday

Employee Group: C.U.P.E.

Position Reports To: Technical Services Supervisor

1. Applicants may be required to undergo testing to determine their knowledge, abilities and skills as they relate to the qualifications of the position.
2. The successful applicant may be required to provide a vehicle for transportation while on City business, subject to the terms and conditions of the City Transportation Policy.
3. The successful applicant will be required to provide a Notice of Driver's Licence In Force document upon request.
4. The successful applicant will be required to complete job specific training required for this position as directed.

Only candidates selected for interviews will be contacted.