



## CITY OF COLWOOD JOB POSTING

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<b>POSTING ID #:</b>	<b>COC20240425_PLEAD</b>
<b>POSITION TITLE:</b>	PARKS LEAD - CAPITAL
<b>DEPARTMENT:</b>	PUBLIC WORKS
<b>POSITION TYPE:</b>	REGULAR FULL-TIME UNION POSITION
<b>POSTING TYPE:</b>	INTERNAL/EXTERNAL
<b>SALARY:</b>	Pay Grade 18 - \$55.04/hr (2024 rate)
<b>HOURS OF WORK:</b>	Monday – Friday between 8:00am – 5:00pm (35 hours/week)
<b>BENEFITS:</b>	A comprehensive benefits package per the Terms of the Collective Agreement

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*The City of Colwood, on the traditional territory of the Songhees and Kosapsum Nations, is a spectacular seaside community set apart by its outstanding natural setting and exceptional quality of life for people of all ages and abilities. Preserving connections to nature and protecting our natural environment while supporting the prosperity of residents and businesses are priorities for the City. Just 25 minutes from downtown Victoria on the West Shore and home to roughly 22,000 residents, the City of Colwood is a great place to work, live, and play.*

The City of Colwood has an opportunity for a **Full-Time Regular PARKS LEAD - CAPITAL** in the Public Works Parks Department. This is a UNION position with CUPE, Local 374. The ideal candidate has directly related Parks capital projects engineering experience, construction supervision experience, their Project Management Professional (PMP) designation, association with APEGBC and/or ASTT designation, and a sound knowledge of parks and transportation infrastructure.

### **NATURE AND SCOPE OF WORK**

This position reports to the Manager of Parks and focuses on the delivery of Capital Works and involves both field and office assignments under the general direction of the manager. This position is responsible for the planning, implementation, and coordination of Parks capital projects which includes the planning of scope considerations through consultation with Council and the public, budget consideration, public engagement, project administration, assisting in procurement processes such as the creation of “Requests for Proposals” and “Request for Quotations” and undertaking technical review and providing construction supervision. Under the guidance of the Manager of Parks, develops and updates the annual and multi-year parks capital project schedule, provides technical and budgeting input for capital project planning, and maintains an ongoing capital asset replacement schedule applying industry accepted life cycle costing for parks and active transportation infrastructure.

The emphasis is on the delivery of Capital Works with strong environmental awareness. The incumbent may be required to assume lead responsibility for specific projects.





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### **MINIMUM TRAINING AND EXPERIENCE REQUIRED**

- An undergraduate degree in Civil Engineering with a minimum of 5 years professional engineering experience, relevant to a municipal context.
- Experience in Engineering drawing review, construction supervision, and inspections.

*\*An equivalent combination of education/training and experience may be considered.*

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### **REQUIRED LICENCES, CERTIFICATIONS AND REGISTRATIONS**

1. A class 5 driver's licence is required with a satisfactory drivers abstract.
2. Project Management Professional (PMP) designation is an asset.
3. Association with APEGBC and/or ASTT designation is an asset.

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*A complete job description is available at [www.colwood.ca/careers](http://www.colwood.ca/careers) .*

Using the subject line **POSTING ID# COC20240425\_PLEAD**, please submit your resume and a **detailed cover letter demonstrating how you meet the minimum requirements**, in confidence, to [careers@colwood.ca](mailto:careers@colwood.ca).

Applications will be accepted until 4:30pm on Tuesday, May 7, 2024

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*The City of Colwood values diversity and is committed to employment equity.*

