



**City of
Courtenay**

**Career
Opportunity**

**Manager of
Transportation
Services**

The Opportunity

Reporting to the Director of Operational Services, the Manager of Transportation Services manages the day-to-day operations of the Transportation Services Division including the operations, proactive maintenance, reactive repair and construction of the City's traffic network infrastructure, including; traffic signals, street lighting and transvers and longitudinal road markings. Additionally, the position is responsible for the delivery of related capital projects and deployment of policy initiatives. Develops both short and long-term infrastructure renewal plans and provides oversight for long-range traffic management plans and fleet capital asset renewal. The incumbent develops and implements practices and procedures to ensure the effective and efficient operation of the City's transportation related systems. Considerable independent judgment and action is exercised.

The Successful Candidate Will Have:

- Diploma of Degree in Civil Engineering, Transportation Planning, business administration or management; and/or a related discipline from a recognized educational institution.
- Registered as an Applied Science Technologist (AScT) with ASTTBC; or APEGBC or CIP
- Current Membership with the Public Works Association of British Columbia
- Valid BC Class 5 driver's license
- Criminal Record Check
- Considerable municipal construction and maintenance supervisory experience, preferably in a management position, senior-level supervisor or an equivalent combination of training and experience
- Significant (8 - 10 years) experience in municipal infrastructure, project management and occupational health & safety including managing in a unionized workplace.
- Considerable (5 years) experience in project management and managing crews in a unionized environment.
- Considerable technical knowledge of methods, practices, materials, tools and equipment related to the maintenance and construction of public works infrastructure.
- Considerable knowledge of the Worker's Compensation Act and OH&S regulations and other applicable legislation.
- Considerable knowledge and background in project management and contract administration

- Considerable knowledge and background in capital and operational budget preparation and control
- Strong interpersonal, communication, presentation, problem-solving, decision making, leadership and general management skills
- Strong computer skills relating to Microsoft Office Suite software.
- Ability to lead, coach, and motivate staff in a team environment
- Ability to establish and maintain effective working relationships with representatives of government agencies, community and business groups, contractors, the general public, and City staff.

COMPLEMENTARY ASSETS:

- Training in Emergency Management (Incident Command, EOC Essentials).
- LGMA, MATI Foundations and MATI Leadership Training (or similar)
- Project Management Professional (PMP) certification
- Associate Certificate in Public Works Supervision – Level III (PWABC)

The successful candidate will be required to provide a clear Criminal Record Check.

This is a full-time position; start date to be determined. Salary: \$ 107,120 - \$ 121,727 (Pay Band 8).

If you have the qualifications along with the passion to help Courtenay be the most livable City in British Columbia, then submit a resume outlining how you meet the qualifications with a covering letter clearly marked "Application – Manager of Transportation Services". Submit your application online at www.courtenay.ca/jobs

We thank all applicants for their interest, but only those short listed will be contacted.

Notice Posted: September 19, 2024
Competition #24103