

ENGINEERING TECHNOLOGIST III (Liquid Waste Services)

Approval Date: October 2025 **Department:** Liquid Waste Services

☐ IAFF

☒ CUPE

☐ Management

Title of Management Supervisor: Liquid Waste Services Manager

General Accountability:

Purpose and Scope

Reporting to the Liquid Waste Services Manager, the Engineering Technologist III provides advanced technical support and expertise in all aspects of municipal engineering as required by the Liquid Waste Services Department, other departments, the development community, customers and the general public.

The Engineering Technologist III will be responsible for providing a high level of commitment, support, and resources to the operations group. Work is assigned in terms of broad objectives and is reviewed for soundness of approach and general effectiveness.

Nature and Scope of Work

Provide a wide variety of advanced technical tasks, assisting with and in some cases taking the lead on the following, but not limited to:

- Coordinate and implement performance and business improvement strategies and programs such as emergency response, infrastructure condition assessments, and other preventative maintenance programs for the Liquid Waste Services (LWS) department.
- Assist in the development of short- and long-range plans related to sewer and storm water infrastructure, capital projects, maintenance programs and annual budget.
- Review engineering reports, drawings, and specifications to provide input to decision making and approvals related to LWS utilities.
- Carry out research, data collection, and analysis and prepare technical reports and correspondence.
- Collect and analyze data and information to investigate trends, gaps, and areas of improvement opportunities for the LWS infrastructure.
- Review data and prepare ad-hoc statistical analysis, reports and maps related to the asset life cycle, condition, and performance of the LWS infrastructure assets, along with metrics and benchmarks.
- Perform site inspections of works related to municipal development projects to identify deficiencies and ensure conformance with contract requirements and engineering standards.
- Coordinate and oversee projects, contractors, and consultants.
- Assist with development of project estimates and development of project budgets.
- Assist in development and execution of "Requests for Proposals" for contracted services and preparation of other procurement documentation.
- Advise engineering consultants of technical engineering details, processes, and requirements.
- Liaise with other City departments regarding issues related to the LWS utility.
- Draft and comment on bylaw changes.
- Build and maintain effective communication and coordination with internal and external contacts such as other City staff, Council, developers, engineers, architects, contractors, other local, provincial, and federal governments, and agencies, etc.
- Assist in the orientation, training and mentorship of technical staff within development engineering.
- Arrange for and engage in public consultation and educational initiatives.

- Ensure conventional and electronic departmental data, documents, reports, drawings, and correspondence are maintained in accordance with the City's records management systems.
- Remain current with changes to relevant local government, provincial and federal acts and regulations, bylaws, policies and processes, case law, and general trends and developments.
- Demonstrate accountability for safe work practices.
- Perform other duties as assigned.

Necessary Qualifications

Knowledge:

- Thorough knowledge of current civil engineering principles and practices relevant to the work.
- Working knowledge of engineering methods, techniques, materials, and equipment used in the design and construction of municipal services and utilities.
- Working knowledge of project management methodologies, processes, and best practices.
- Knowledge of design, construction and operating principles for LWS utilities such as distribution, transmission, collection and treatment infrastructure.
- Working knowledge of relevant Federal, Provincial and Municipal statutes, regulations, guidelines, policies, and bylaws.
- Working knowledge of all relevant procedures/standards/manuals
- Working knowledge of Master Municipal Construction Documents.
- WorkSafeBC regulations and safe work procedures.

Skills:

- Proficiency with ArcGIS and Microsoft Office Suite (Word, Excel, Outlook).
- Excellent research, analytical, problem solving, and decision making skills.
- Proficiency in data management and analytics, using databases and Excel spreadsheets.
- Strong planning, organizational, and project management skills.
- Strong written and oral communication skills.
- Excellent attention to detail and focus on quality results.
- Leadership skills.
- Safe work habits and practices.

Abilities:

- Ability to multitask and to work under tight timelines and respond to rapid and constant changes in direction and priorities.
- Ability to exercise sound judgement and good decision-making.
- Ability to establish and maintain effective working relationships.
- Ability to produce and present technical material to various audiences.
- Ability to represent the City's interests in a variety of formal and informal settings.
- Ability to read and interpret engineering design drawings, plans and specifications.
- Ability to work under minimal supervision.
- Ability and willingness to contribute to maintaining a respectful, safe, and supportive work environment that embraces diversity, along with treating everyone with courtesy, dignity and fairness.

Education/Certification:

- Two (2) year diploma in Civil Engineering or relevant field such as water, wastewater, or environmental technology from a recognized post-secondary education institution.
- Registered as an ASCT with the Applied Science Technologists and Technicians of BC, or for registration with other self-regulated professional association relevant to the discipline/specialization within the first 6 months.

Training/Certification:

- Training in Project Management
- Must possess and maintain a valid Class 5 Driver's Licence and provide and maintain a clear personal driving record, as per City policy.

Experience:

- Minimum of five (5) years technical (analysis, design, research, etc.) experience in water and/or wastewater utilities within the past 10 years.
- Experience working with civil general contractors.

Preferred Criteria (For External Postings)

- EOCP Certification in Wastewater Distribution or Treatment is considered an asset.
- NAAPI Sewer Condition Classification Certification
- Experience with assessment maintenance, and rehabilitation of underground infrastructure.
- Experience with surveying, contract administration and construction inspection.
- Previous supervisory experience.

Unusual Working Conditions

- The employee may be exposed to adverse weather conditions, dangerous gases and chemicals in the performance of essential job functions.
- May come into contact with live sewage.
- Shiftwork, overtime call-outs and weekend work may be required.