



POSITION VACANCY

Call Number:	2021 - 30
Position:	Development Technologist
Type of Vacancy:	Permanent (CUPE)
Work Schedule (hours & days):	Monday to Friday (70 hours bi-weekly)
2021 Hourly Rat:	\$38.03 to \$40.01
Date Posted:	April 28, 2021
Closing Date:	May 14, 2021 at 4:30 p.m.

Full details on this position is attached. To apply, please submit your cover letter and resume at www.niagarafalls.ca (**Careers and Employment**). Applications must be submitted online and will be accepted until 4:30 p.m. on **Friday, May 14, 2021**.

The City of Niagara Falls is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. Upon request, the City will accommodate the accessibility needs of applicants under the Ontario Human Rights Code and *Accessibility for Ontarians with Disabilities Act (AODA)* throughout all stages of the recruitment, selection, and interview process. Personal information is collected under the authority of *The Municipal Act* and will only be used to determine suitability for this position. We thank all applicants for their interest, but only those advancing through the selection process will be contacted.

Human Resources

Attachment

**CITY OF NIAGARA FALLS
POSITION DESCRIPTION
Municipal Works**

This description reflects the general details considered necessary to describe the principle functions of the position identified, and shall not be construed as a detailed description of all the work requirements that may be inherent in such classification.

- POSITION TITLE:** Development Technologist
- POSITION SUMMARY:** To provide technical review of development proposals including drawings and related reports utilizing the knowledge of sound engineering principles, municipal standards and government regulations and guidelines.
- To provide technical support to the public with respect to drainage and site specific servicing matters.
- DIVISION:** Engineering – Development Section
- RESPONSIBLE TO:** Development Services Supervisor
- SUPERVISES:** N/A
- EQUIPMENT & TOOLS USED:** Computers and related software, City vehicle, standard office equipment, miscellaneous hand tools.
- WORKING CONDITIONS:** 80% - Standard Office Environment
20% - Outdoors – Site Visits/Construction Sites
- RESPONSIBLE FOR:**
1. Review, Planning Act applications including Official Plan Amendments, Zoning By-law Amendments, Plan of Subdivision, Plan of Condominium, Site Plan Control and others (NEC, Region, etc.), to provide comments related to engineering requirements for the submissions.
 2. Review detailed engineering designs, drawings and related reports, contracts and specifications for subdivisions, condominiums and site plans (ICI) including but not limited to roads, lot grading and drainage, water distribution system, sanitary sewer system, storm sewer system, stormwater management, utilities, etc. to ensure compliance with Municipal Design Criteria, Draft Plan Conditions, Master Servicing Plans and standard engineering practices.
 3. Coordinate a joint plan examination with the Building Division in the review of private water and sewer systems as regulated in Part 7 of the Ontario Building Code and Ministry of Environment guidelines.
 4. Assist in the preparation of development agreements including subdivision, condominium and servicing agreements. This shall include the preparation of all schedules appended to such agreements.

5. Review and analyze development construction cost estimates for administration purposes to ensure accuracy of the payment of relevant engineering fees and provision of adequate security to guarantee completion of the works.
6. Inspect, estimate and administer the payment, reduction and/or refund of financial deposits/letters of credit submitted as conditions of development.
7. Ensure all documentation/certifications, inspection records, material testing and quality control reports, watermain commissioning checklists, CCTV files, as-constructed drawings, etc. are submitted and reviewed to ensure an accepted standard of work prior to both preliminary acceptance of infrastructure and Final Assumption, as applicable. Examine requests for security reductions at each stage and provide recommendation to Development Services Supervisor.
8. Conduct site review at various stages of development to ensure feasibility, compliance with all applicable standards, regulations, requirements and completion for security reductions. Final inspection prior to assumption.
9. Respond to public enquiries/complaints related to new development including process, drainage and technical/engineering matters.
10. Direct and inform the developer's agents and contractors of City standards, policies, and procedures related to infrastructure design and construction.
11. Represent the Development Section at Pre-Consultation and Utility Coordinating Committee Meetings.

POSITION REQUIREMENTS:

Minimum three (3) year college diploma in Civil Engineering Technology, Construction Architectural or related field.

Certified Engineering Technologist (CET) designation.

Successfully completed and/or willing to attain the Ministry of Municipal Affairs and Housing courses:

1. General Legal/Process for Inspectors
2. Plumbing - All Buildings

Minimum three (3) years experience in design and/or review of sewer, water and road design projects.

Strong communication skills both orally and written.

Must possess a valid Class "G" Driver's License

Working knowledge of word processing and spreadsheet software.

Familiarity with survey, CAD and/or Stormwater Modeling software an asset.