



CITY OF BROOKS
EMPLOYMENT OPPORTUNITY
FULL TIME POSITION
DIRECTOR OF ENGINEERING AND PROPERTY SERVICES

Brooks, a vibrant, growing community of over 13,500 located two hours southeast of Calgary, is offering an exciting opportunity to join our senior management team in the Engineering & Property Services Department in a demanding, dynamic municipal office environment.

Reporting to the CAO, the successful candidate will provide administrative leadership and support for all aspects of engineering, land use planning, development, public works and utility services. The incumbent will establish annual and longer-range departmental goals in concert with corporate priorities and budgets, guide the growth and development of the community and departmental direction through long and short range planning, administrative recommendations, budget submissions and project coordination. The incumbent will utilize an annual work planning system to organize and monitor departmental projects, ensure the smooth and timely exchange of information and coordination of work plans on an internal departmental basis as well as on a corporate-wide basis; and will also ensure departmental compliance with legislation, regulations, corporate policies, procedures and guidelines and that appropriate operational systems, practices and procedures are in place. The incumbent will also relate to and communicate with customers, co-workers, contractors and the general public.

Ideally, the candidate will possess a diploma or degree in civil or municipal engineering or planning from a recognized college or university supplemented with a minimum of 10 years of progressively more responsible experience in a municipal setting and gained experience in subdivision and land development projects with knowledge of land use planning and development legislation and practices. The candidate should also possess strong organizational, managerial, supervisory and leadership skills, with above average written and oral communication skills.

The City of Brooks offers a competitive salary and benefits package. Please forward your resume to:

Human Resources

City of Brooks

201 – 1st Avenue West, Brooks AB T1R 0Z6

Bus: (403) 362-3333 Fax: (403) 501-0090

E-mail: hr@brooks.ca

This position will remain open until a suitable candidate is chosen. The City of Brooks thanks all applicants for their interest; however only those selected for an interview will be contacted.