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ᓂᓐᓴᓂᓐᓴᓐ (867) 979-5600

ᓴᓴᓐᓴᓐ (867) 979-5210

City of Iqaluit

Box 460

Iqaluit, Nunavut

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Phone (867) 979-5600

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Ville d'Iqaluit

C.P. 460

Iqaluit, Nunavut

X0A 0H0

Tél. (867) 979-5600

Télécop. (867) 979-5210

Internal/External Employment Opportunity

Project Officer

Under the direction of the Manager of Engineering Services the incumbent is responsible to co-ordinate all Capital and O & M projects being undertaken on the City's behalf, administer the permitting processes for utility connections and any work within City rights-of-way affecting City infrastructure, and complete all regulatory reporting as required under the City's Water Licence. This will be accomplished by liaison with consultants, contractors, City staff and others. The incumbent will Supervise the implementation of projects to ensure construction is completed on schedule, within budget, and in accordance with approved plans and specifications

Required Qualifications:

- University or Technical School degree or diploma in Civil Engineering or Civil Engineering Technology;
- Comprehensive knowledge of Engineering and construction;
- 5 years or more Project Management experience as well as managing several projects at one time;
- 5 years or more experience with Microsoft Office suite including Excel, outlook, at a proficient level;
- Strong analytical and problem solving skills;
- Strong time management and organizational skills;
- Excellent written and oral communication skills
- Previous work experience in a municipal setting is an asset;

Compensation for this position will be dependent on qualifications and experience there is also an excellent benefits package.

Please provide copies of your current credentials and any certifications you possess with your application.

Closing Date: January 30, 2017

Please submit your resume to:

Reference # 2017-03

Human Resources

P.O. Box 460

Iqaluit Nunavut X0A 0H0

hr@city.iqaluit.nu.ca

Fax (867) 979 5210

Only those invited for an interview will be contacted.

The city may apply their priority hiring policy for internal applicants.

As per Article 23 of the Nunavut Land Claims Agreement, priority will be given to Nunavut Land Claim Beneficiaries who meet the criteria.

Posted: January 13, 2017