

THE CORPORATION OF DELTA CURRENT INTERNAL JOB POSTINGS

Posting Date:

March 9, 2016

Closing Date:

March 16, 2016

Posting #	Position	Department	Status	Hours Per Week
61/16	Lifeguard/Instructor 2 (2 Positions)	Parks, Recreation & Culture	Regular Part-time	25 Hour Non-standard Work Week
62/16	Engineering Inspector	Engineering Department	Temporary Full-time	35 Hour Work Week
63/16	Aquatic Programmer	Parks, Recreation & Culture	Temporary Full-time	40 Hour Non-standard Work Week
64/16	Engineering Project Technologist	Engineering Department	Regular Full-time	35 Hour Work Week
65/16	Application Centre Clerk	Community Planning & Development	Regular Full-time	35 Hour Work Week

- Applications are accepted only when submitted online at www.delta.ca/internaljobs and submitted by 4:30pm on the closing date.
- Paper applications/resumes will **not** be accepted.
- The Internal Job Posting List is intended to be for reference purposes only. Please visit www.delta.ca/internaljobs for a complete listing of all current job postings.



The Corporation of Delta
Human Resources & Corporate Planning
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Title Lifeguard/Instructor 2 (Two Positions)

Department Parks, Recreation & Culture

Job Status Regular Part Time

Posting Status Accepting Applications

Employment Group CUPE

Job ID 61/16

Nature & Scope of Work This is aquatic work in lifeguarding and instructing, on an assigned shift, at an indoor and/or outdoor aquatic facility. An employee of a position in this class performs a variety of operational, instructional, lifeguarding, janitorial and minor preventative maintenance tasks in offering instructional and recreational aquatic programs for all age groups. A Lifeguard/Instructor 2 performs these duties in accordance with established practices and procedures, exercising tact and firmness in dealing with juvenile and adult patrons. The more difficult or unusual matters are referred to a superior who checks and reviews work performance in terms of effectiveness of the aquatic programs and services rendered, and in terms of conformance with established practices and procedures.

**Required Knowledge,
Skills and Abilities**

- Sound knowledge of the theory and practice of lifesaving, artificial respiration and first aid.
- Working knowledge of teaching methods and group leadership techniques emphasizing instruction in water safety and aquatic skills.
- Working knowledge of pool chemistry, of water filtration, chlorination, heating and related pool equipment and procedures.
- Ability to display sound aquatic skills and to instruct in these skills at standards set by relevant authorities.
- Ability to establish and maintain effective working relationships with officials, employees and patrons.
- Ability to prepare and maintain records relating to the work.

Desirable Training & Experience Completion of the twelfth school grade, supplemented by courses in lifesaving, aquatics, instruction and pool maintenance, plus sound related experience, or an equivalent combination of training and experience.

**Required Licences,
Certificates and
Registrations**

- National Lifeguard Award – Pool Option (NL)
- Lifesaving Society Instructor Award (LSI)
- Red Cross Water Safety Instructor Award (WSI)
- Cardio Pulmonary Resuscitation Level C current within one year (CPR C)

Safety Requirements Incumbents are required to follow all applicable Safe Work Procedures, participate in Occupational Health & Safety training, meetings and to report any hazards in the workplace.

Hours of Work 25 hour non-standard work week

Compensation, Salary and Benefits Pay Grade 13
\$21.87, 22.72, 23.61, 24.59, 25.61 per hour (2015 rates)

Posting Date 3/9/2016

Posting Closing Date 3/16/2016

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If you are interested in this position, click **Apply Now** and we will walk you through our Online Application process.

[Apply Now](#)**Title** Engineering Inspector**Department** Engineering Department**Job Status** Temporary Full Time**Posting Status** Accepting Applications**Employment Group** CUPE**Job ID** 62/16

Nature & Scope of Work *This is a temporary full-time position for approximately one year.*

The incumbent inspects and regulates construction work performed by private contractors and public works crews to ensure compliance with Corporation regulations, standards, contracts, specifications and related requirements. The work also includes coordinating small construction projects, preparing progress reports, initiating Change Orders, as required, and preparing and maintaining a variety of records and reports related to the work. Considerable independence of judgement and action is exercised in performing the day-to-day inspection and regulatory work with the more complex problems, design changes, or policy matters being discussed with or referred to a superior who reviews work performance in terms of the effectiveness of the inspection and enforcement services rendered.

Required Knowledge, Skills and Abilities

- Considerable knowledge of the methods, practices, materials, tools and equipment used in the construction and installation of municipal services.
- Considerable knowledge of departmental regulations and procedures applicable to the work performed and of the applicable sections of Municipal Bylaws pertaining to materials and workmanship standards.
- Sound knowledge of basic engineering and survey principles and practices, safety regulations and of the methods and techniques used in inspecting, testing, and regulating construction and installation projects.
- Ability to enforce compliance to plans, specification with impartiality; determine quality of materials and workmanship through inspection and testing and recommend corrective measures where required.
- Ability to read and interpret engineering drawings, specifications, and contracts.
- Ability to maintain effective working relationships with a variety of internal and external contacts.
- Ability to coordinate small construction projects, assist in design preparation and prepare construction cost estimates.
- Ability to investigate and process complaints and enforce regulations and bylaws with tact and firmness.
- Ability to prepare and maintain reports, records, and as-built sketches related to the work performed.
- Ability to train and supervise the work of temporary Engineering Inspectors as required.
- Skill in the use of inspection and survey instruments and tools.

Desirable Training & Experience Graduation from a certificate program from a recognized Institute of Technology in the Civil Engineering Technology Discipline plus sound related technical and inspection work; OR an equivalent combination of training and experience.

Required Licences, Certificates and Registrations

- Valid Class 5 Driver's Licence for the Province of British Columbia.
- Certification as a Certified Technician with the Applied Science Technicians and Technologists of BC.
- Certification as a Public Works Inspector 2 (Public Works Inspectors Society).

Safety Requirements Incumbents are required to follow all applicable Safe Work Procedures, participate in Occupational Health & Safety training, meetings and to report any hazards in the workplace.

Hours of Work 35 Hour Work Week

Compensation, Salary Pay Grade: 24

and Benefits Pay Rates: \$34.01, 35.43, 36.91, 38.52, 40.16 per hour (2015 rates)

Posting Date 3/9/2016

Posting Closing Date 3/16/2016

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[» Apply Now](#)**Title** Aquatic Programmer**Department** Parks, Recreation & Culture**Job Status** Temporary Full Time**Posting Status** Accepting Applications**Employment Group** CUPE**Job ID** 63/16**Nature & Scope of Work** This position is a maternity leave coverage to approximately May 2017.

This is aquatic leadership work in supervising the provision of aquatic instructional and recreational programs and activities at an indoor and/or outdoor aquatic facility. An incumbent supervises the work of one or more full-time and a moderate sized group of part-time subordinates and volunteers engaged in instructional and lifeguarding tasks; directs and participates in the work of one or more full-time staff engaged in maintenance, custodial and clerical/cashiering tasks; and schedules, evaluates and recommends changes to programs of instruction. In addition, an incumbent acts for a superior within defined limits on assigned shifts and during the latter's absence. Considerable independence of judgement and action is exercised with respect to assigned duties while unusual or policy matters are discussed with or referred to a superior who reviews work performance on the basis of effectiveness of services rendered and quality of instructional programs provided to the public.

Required Knowledge, Skills and Abilities

- Sound knowledge of the theory and practice of lifesaving, lifeguarding, cardiopulmonary resuscitation and first aid.
- Sound knowledge of the principals and practices involved in implementing, evaluating, organizing and offering instructional and recreational aquatic programs.
- Sound knowledge of teaching methods and group leadership techniques emphasizing instruction in water safety and aquatic skills.
- Working knowledge of departmental policies, procedures, practices and statutes applicable to the operation of aquatic facilities.
- Working knowledge of pool chemistry, water filtration, chlorination, heating and related pool equipment and operating procedures and of the maintenance requirements of such equipment.
- Ability to plan, assign, supervise, check the work of and train a moderate sized group of aquatic subordinates, conduct performance evaluations, make recommendations regarding discipline, and participate in the hiring of same.
- Ability to direct and participate in the work of one or more staff engaged in maintenance, custodial, and clerical/cashiering tasks.
- Ability to schedule, evaluate and recommend changes to instructional and recreational aquatic programs and develop and implement new programs of instruction.
- Ability to conduct advanced life saving and instructors training and administer required certification examinations.
- Ability to answer enquiries and handle complaints of patrons and to establish and maintain effective working relationships with a variety of internal and external contacts.
- Ability to act for a superior within defined limits of authority and action.
- Ability to prepare and maintain a variety of records related to the work.

Desirable Training & Experience Completion of 12th grade supplemented by courses in lifesaving, lifeguarding, aquatics instruction and pool operation and maintenance plus sound related experience including some strong supervisory experience, as well as programming experience, OR an equivalent combination of training and experience. OFA Level 1 preferred.

Required Licences,

- Valid Class 5 Driver's Licence for the Province of British Columbia

Certificates and Registrations

- Canadian Red Cross Water Safety Instructor
- Lifesaving Society Instructor
- Lifesaving Society National Lifeguard – Pool Option
- Cardiopulmonary Resuscitation Level C with AED

Candidates must have one of the following:

- Lifesaving Society Instructor Trainer, or
- National Lifeguard Instructor, or
- Red Cross Water Safety Instructor Trainer

Safety Requirements Incumbents are required to follow all applicable Safe Work Procedures, participate in Occupational Health & Safety training, meetings and to report any hazards in the workplace.

Hours of Work 40 hour non-standard work week

Compensation, Salary and Benefits Pay Grade 19
\$27.75, 28.90, 30.09, 31.34, 32.63 per hour (2015 rates)

Posting Date 3/9/2016

Posting Closing Date 3/16/2016

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Title Eng. Project Technologist

Department Engineering Department

Job Status Regular Full Time

Posting Status Accepting Applications

Employment Group CUPE

Job ID 64/16

Nature & Scope of Work

This is technical engineering work in designing municipal infrastructure and monitoring construction of such infrastructure so as to ensure compliance with plans and related specifications. Under the general direction of a professional engineer, an incumbent of this class, through application of prescribed design criteria and established engineering standards, prepares design layouts, detail drawings, specifications and related data pertinent to the construction of a variety of municipal utility and road infrastructure. Thereafter, an incumbent is responsible for monitoring, personally and through engineering inspection staff and/or Consultants, the construction of such infrastructure ensuring compliance with plans and related specifications and schedules. The work also involves estimating project construction costs, preparing specifications and contract documents. In addition, the incumbent is required to consult, maintain, liaise and provide information, assistance and direction to a wide variety of internal and external contacts. Project priorities are established by a superior and within those parameters an incumbent exercises considerable independence of judgement and action in the technical aspects of the work discussing difficult technical problems, policy and budgetary matters with a superior. Work performance is reviewed by a superior in terms of technical adequacy, conformance to established standards and practices and achievement of desired objectives.

Required Knowledge, Skills and Abilities

- Considerable knowledge of municipal engineering design principles and methods, engineering mathematics, and of the applicable Engineering Department policies, practices, procedures, standards and bylaws.
- Sound knowledge of the methods, materials and equipment used in the construction of municipal infrastructure and of survey methods and functions.
- Working knowledge of the fundamentals of budgeting and standard costing procedures.
- Ability to prepare designs for all types of municipal infrastructure; to review drawings for technical accuracy and conformance with applicable municipal bylaws, standards and related specifications and to monitor construction projects ensuring satisfactory completion of same.
- Demonstrate ability to effectively and positively, both written and verbally, deal with members of the public.
- Ability to establish and maintain effective working relationships with people at all levels both inside and outside the Corporation.
- Ability to collect, analyze and/or synthesize technical, statistical, costing and related data and information.
- Ability to prepare, read and interpret plans, specifications, contract documents and related material and to provide direction, information and assistance to drafting, surveying and engineering inspectional staff.
- Ability to prepare and maintain records, reports, correspondence and various other materials related to the work.

Desirable Training & Experience Graduation from an institute of technology with a diploma in civil engineering plus sound experience in the engineering design field, preferably within the municipal sector OR an equivalent combination of training and experience.

Required Licences,

- A valid Class 5 Driver's Licence for the Province of British Columbia.

Certificates and Registrations

- Certification as an Applied Science Technologist within the Province of British Columbia.

Safety Requirements Incumbents are required to follow all applicable Safe Work Procedures, participate in Occupational Health & Safety training, meetings and to report any hazards in the workplace.

Hours of Work 35 Hour Work Week

Compensation, Salary Pay Grade 27

and Benefits \$38.52, 40.16, 41.82, 43.62, 45.51 per hour (2015 rates)

Posting Date 3/9/2016

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[Apply Now](#)**Title** Application Centre Clerk**Department** Community Planning & Development**Job Status** Regular Full Time**Posting Status** Accepting Applications**Employment Group** CUPE**Job ID** 65/16

Nature & Scope of Work This is varied and moderately complex clerical work performed in the Community and Development Planning Department's Application Centre. The work involves receiving and processing a variety of development, permit and licence applications, preparing and maintaining a variety of records, and providing information and assistance to the public relating to development and permit procedures, requirements and regulations. An incumbent exercises considerable independence of judgement and action in most aspects of the work referring unusual or more complex problems and policy matters to a superior who reviews work performance in terms of accuracy and conformance to established policies and procedures and effectiveness of services rendered to the department.

Required Knowledge, Skills and Abilities

- Considerable knowledge of development, zoning, building and licensing by-laws and regulations as related to the work performed.
- Considerable knowledge of the departmental procedures, rules and regulations related to the work performed.
- Sound knowledge of the responsibility of other departments and outside agencies as they relate to the work performed.
- Ability to deal effectively with a variety of internal and external contacts in processing inquiries and in providing a variety of information and related services.
- Ability to read and understand plans and drawings related to the work performed.
- Ability to prepare and maintain reports, maps, records, and related material.
- Ability to perform assigned duties with minimal supervision.

Desirable Training & Experience Completion of the 12th school grade supplemented by introductory technical courses related to the work; plus considerable related experience, OR, an equivalent combination of training and experience. Knowledge of BC Building Code Part 9 and Residential Blueprint Reading is an asset.

Required Licences, Certificates and Registrations A valid Class 5 Driver's Licence for the Province of British Columbia.

Safety Requirements Incumbents are required to follow all applicable Safe Work Procedures, participate in Occupational Health & Safety training, meetings and to report any hazards in the workplace.

Hours of Work 35 Hour Work Week

Compensation, Salary and Benefits Pay Grade 17
\$25.61, 26.63, 27.75, 28.90, 30.09 per hour (2015 rates)

Posting Date 3/9/2016**Posting Closing Date** 3/16/2016[Apply Now](#)