



Employment Opportunity

Engineering Coordinator

The Township of Essa is a dynamic and growing municipality with a current population of approximately 23,500, located in the heart of the County of Simcoe and southwest of the City of Barrie. The Township is currently seeking a confident, detail-oriented and organized individual to join our team.

Reporting to the Manager of Public Works and/or the CAO, the **Engineering Coordinator** assists with the development and implementation of the long and short-term Capital and development projects/programs; assists in the enforcement of development agreements; maintains the Township's Engineering Standards; and provides project coordination and site inspection for capital, maintenance, and development projects, which includes traffic, water, sewer and storm sewer projects.

This is an opportunity for a highly motivated individual to perform technical functions of a civil engineering nature. We are keenly interested in applicants who have completed an undergraduate program in Civil Engineering (EIT) or Diploma in Civil Engineering Technology.

Key Qualifications:

- University degree and Engineer in Training (EIT) or College program for CET.
- Provide project coordination duties, site inspection, cost control, project finances, proposal, and tender writing for assigned capital, maintenance, and development projects.
- Demonstrable Civil 3D/AutoCAD skills (alignment, corridor, cross sections, ditch re-grading, etc.) and ability to use mapping and GIS programs in an engineering environment.
- Demonstrable ability to review applications for design and construction and other engineering approvals.
- Valid Class "G" Driver's License in good standing.

This is a full-time position involving 35 hours per week (occasionally it may be required to work outside regular office hours). **Salary range is \$83,575.68 - \$101,015.00 (2025)**. The Township of Essa offers excellent benefits and a competitive compensation package.

Qualified individuals are requested to email their interest to:

Engineering Coordinator Recruitment

Athena Piskopos, Executive Assistant/HR Coordinator
Township of Essa, 5786 County Road #21, Utopia, Ontario L0M 1T0
apiskopos@essatownship.on.ca

The Township of Essa is an equal opportunity employer, dedicated to creating a workplace culture of inclusiveness and welcomes applications from qualified individuals of diverse backgrounds. We are committed to providing barrier-free and accessible employment practices and we will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. If contacted for an employment opportunity, please advise if you require Code-protected accommodation and we will work with you to meet your needs.

We thank all applicants who apply and advise that acknowledgement will only be forwarded to those applicants who are invited for an interview. Personal information collected will be used in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* for the purpose of candidate selection.