

**Site Inspector – Full Time Site Inspector/ AutoCAD Operator**  
**Primary Location: Collingwood**

**Urban Watershed Group Ltd.** (UWGL), located in the Brampton (north) area, is recognized for and specializes in creative and innovative site and civil engineering solutions for planners, developers and public sector clients. The team includes environmental, municipal and water resources engineering and information technology specialists affiliated with the **GREENLAND®** Group of Companies.

UWGL is currently seeking a Site Inspector / AutoCAD Operator to join its land development engineering team.

**Responsibilities:**

- Assistance with as-required land development project related inspection tasks and certification projects have been constructed in accordance with approved design drawings and specifications.
- Assistance with contract administration, such as preparing contract documents, progress payment certificates, certificates of substantial completion etc.
- Completion of engineering site development and subdivision plan drawings.
- Preparation of road design, grading, sanitary and water main drawings for municipal infrastructure projects.
- Preparation of cost estimates and specifications.
- Assistance with the coordination of consultant sub-contractors, including survey, geotechnical, mechanical, electrical, etc. components.
- Understanding, using and adhering to Greenland Group CAD standards.
- Adhering to Ontario municipal drawing conventions and other client requirements.
- Provide in-house AutoCAD problem solving.
- Provide in-house technical support for plotting and electronic file submissions.
- Maintain electronic drawing file organization for projects and provide support for CAD file retrieval.

**Qualifications**

- Completion of a diploma or degree in Civil Engineering Technology, Engineering Design and Drafting Technology

OR

- Survey/Geomatics Engineering Technology from a recognized college.
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**Experience:**

- Minimum 3-5 years' experience in drafting and preference will be given to candidates with municipal engineering or land development related design projects.
- Preference given to working knowledge of AutoCAD, and / or Civil 3D or other related software packages.
- Well versed in engineering and construction principles, and familiar with municipal design specifications and standard for contracts (e.g. CCDC)
- Demonstrated familiarity and compliance with Health & Safety standards on construction sites.

**Skills:**

- Well-developed communication skills, both oral and written.
- Excellent organizational, problem-solving and analytical skills.
- Creative and innovative thinker with sound technical aptitude and capabilities.
- Ability to establish effective working relationships with colleagues, associates, and clients.
- Ability to effectively multi-task and work in a fast paced, high change environment.
- Good initiative and attention to detail.
- Expected to manage work with minimum supervision.

We offer a professional working environment and culture as well as a competitive salary package. Salary range is \$50,000 to \$70,000 however may vary based on qualifications, skills and experience.

UWGL is committed to an inclusive, barrier-free selection process. If contacted regarding this competition, please advise the interview coordinator of accommodation measures you may require during our selection process. Information received relating to accommodation needs of applicants will be addressed confidentially. UWGL supports diversity, equity and a workplace free from harassment and discrimination. Personal information contained in applications will be used for recruitment purposes and collected as per Freedom of Information (F.O.I.) And Protection of Privacy Act, 1987. While we thank all applicants, only those contacted for an interview will be acknowledged.

**Please email your resume in confidence to [greenland.resumes@grnland.com](mailto:greenland.resumes@grnland.com).**

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