



DISTRICT OF SAANICH  
ENGINEERING

## **ASSET MANAGEMENT ADVISOR Permanent Full-Time**

The District of Saanich is seeking an experienced Asset Management (AM) Advisor to join the AM Program Office in providing centralized AM functions for the organization under the District-wide AM Program. Reporting to the AM Program Manager, this position performs an advisory role to the organization as an AM subject matter expert for engineered and natural assets, and a project management role in delivering centralized AM projects identified in the [AM Strategy](#). The AM Advisor fosters the development of consistent AM culture, systems, processes and practices across the organization in accordance with the AM Policy and provides guidance and support to all Departments in the development and implementation of their AM Plans. Overall, this position supports continual improvement of AM practices towards the goal of sustainable service delivery.

The ideal candidate will have experience with the development, implementation and/or use of asset management information systems, such as computerized maintenance management systems (CMMS) and/or enterprise asset management systems (EAM). They will also possess professional knowledge in AM best practices, which may include: policy development, data management, condition assessment, levels of service, risk assessment, lifecycle activities, AM Plans, long-term financial planning, and AM Program performance measurement. Knowledge of and the ability to interpret and apply relevant legislation, bylaws, standards, guidance, policies and procedures applicable to AM is also an important part of the role. The successful candidate will be able to independently lead projects, and to work collaboratively with a diverse group of cross-departmental stakeholders to ensure that the formalized AM Program is implemented consistently across the organization.

Requirements include a Bachelor's degree in accounting, business, commerce, computer sciences, finance, engineering, or related field; five years' work experience within the last 10 years directly related to the duties and responsibilities specified above; sound knowledge of computerized data processing systems; excellent communication, research, writing, presentation, and organizational skills; and a valid B.C. Class 5 Driver's Licence. A certificate/diploma in asset management from IAM, IPWEA or other recognized institution, a certificate/diploma in project management from PMI or other recognized institution, and experience with the development and implementation of asset management software systems are preferred. Candidates with an equivalent combination of education and experience may be considered.

The successful candidate will work Monday to Friday from 8:30 a.m. – 4:30 p.m. (35 hours per week), however, further to the District of Saanich flexible work options, the start and stop times for the position may be adjusted for the

successful candidate subject to operational requirements.

**This is a C.U.P.E. Local 2011 position with a wage of \$50.75 per hour and an excellent benefits package.** Job description and competition information can be found at [www.saanich.ca](http://www.saanich.ca). **Please apply via our careers page by 11:45 p.m. Sunday, March 23, 2025, quoting competition 25038.**

**The District of Saanich is recognized as one of BC's Top Employers for 2025.** As an equitable and inclusive employer, we value the diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact in confidence [accessibilityHR@saanich.ca](mailto:accessibilityHR@saanich.ca). **We thank all applicants for applying. Only those under consideration will be contacted.**

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Applying from out of town? Take a look at what Saanich has to offer!  
[bit.ly/NaturalSaanich](https://bit.ly/NaturalSaanich)