
CITIZENS FIRST THROUGH SERVICE EXCELLENCE

We have an exciting Full Time Non-Unionized opportunity in the Infrastructure Planning and Corporate Asset Management Department for an experienced and motivated individual.

Asset Management Specialist I (Municipal Sanitary and Storm Sewer Systems)

J0925-0930

As one of Southern Ontario's fastest growing cities, with its mix of urban and rural areas, Vaughan is an in-demand place to live and work. Vaughan is considered one of Canada's most family friendly cities with a dynamic and diverse population of over 300,000. With one of the top performing economies, a growing tourism industry and an enviable portfolio of recreational and cultural venues, this is the place where you want to be.

Responsible for:

Reporting to the Manager, Corporate Asset Management or the Program Manager, Corporate Asset Management, the Asset Management Specialist I provides support in the development, implementation, and administration of a lifecycle management plan including a long-term capital forecast for all major lifecycle expenditures for City assets, with a focus on sanitary and storm sewer system assets. Assists with development and implementation of asset management policy and procedures. Works in partnership with City departments to acquire an asset management work plan that is corporately integrated for City assets, in consideration of the capital budget reserve funds including risk management analysis of capital funding requirements for City assets. Establishes risk management practices in life cycle cost analysis and performance engineering, to prioritize expenditures in collaboration with the Manager, Corporate Asset Management. Provides support on the management and maintenance of municipal infrastructure and assists in the preparation of annual reports on the state of local infrastructure.

Qualifications and experience:

- Successful completion of a three (3) year College Diploma Program in Engineering (Civil, Mechanical, Electrical, Geomatics) or demonstration of suitable equivalent experience.
- Minimum of one (1) year multi-disciplinary experience in asset management related projects and activities. Preferably within a municipal environment and focused on municipal infrastructure/assets.
- Working towards a C.E.T. designation (or suitable equivalent) with full certification to be obtained within 12 months of start date.
- Familiar with the operation and maintenance of sewers and/or the design concepts and principles of sewers.
- NASSCO PACP (Pipeline Assessment Certification Program) certification is an asset.
- Demonstrated experience applying technical asset management principles within a GIS environment, including spatial data integration, asset lifecycle tracking, and geospatial analysis to support operational and strategic decision-making.
- Proficiency in maintaining and updating geospatial asset databases using ArcGIS Pro, with a strong understanding of GIS tools and data standards to ensure accurate representation and reporting of asset conditions and performance.
- Knowledge of Occupational Health and Safety Act, Accessibility for Ontarians with Disabilities Act, Planning Act and associated Acts, By-Laws and Regulations.
- Must possess an understanding of multi-disciplinary asset requirements to effectively develop and maintain asset policies and valuation methodologies in the operation, maintenance and upgrade of municipal infrastructure/assets.
- Knowledge of financial planning and procurement processes and practices, including capital and operating budgeting and cost estimation.
- Knowledge in and ability to apply project management tools and methodologies.
- Proven proficiency and application in utilizing computer equipment and related software applications, i.e. Microsoft Office Suite, Excel, Word, etc.
- Demonstrated technical competence utilizing asset management related technologies, both hardware and software solutions.
- Demonstrated experience in cost benefit analysis and risk management analysis and processes.
- Excellent organizational, analytical, problem-solving skills, including the ability to organize and analyze data and information from a variety of sources and compile into recommendations for action with the potential for corporate and long-term impact.

- Demonstrated and effective oral/written communication skills and the ability to produce comprehensive reports and recommendations based on detailed analysis for varied audiences (e.g. with staff, elected officials, external agencies and members of the public).
- Ability to deal courteously and effectively with various groups, including but not limited to the general public, staff, and other levels of government, consultants, contractors, facility users and elected officials.
- Knowledge of and demonstrated ability in the City's core competencies and relevant functional competencies.
- A valid Ontario Class "G" Driver's License in good standing.
- Ability to work outside normal business hours, as required.

In addition to offering a competitive compensation package, we have a strong focus on health and wellness, including fitness facilities and family-focused benefits.

If you are an energetic person who is interested in bringing your knowledge and passion for the City of Vaughan, please apply on or before Monday November 10th, 2025 at: [City of Vaughan - Asset Management Specialist I \(Municipal Sanitary and Storm Sewer Systems\)](#)

Please note that only candidates selected for interviews will be contacted.

The City of Vaughan is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The City of Vaughan is also committed to providing accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs.