



DISTRICT OF SAANICH
ENGINEERING
ASSET MANAGEMENT

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. – 4:30p.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. As a component of the selection process, testing will be conducted. Although we thank all applicants for applying, only those under consideration will be contacted.

This is a C.U.P.E. Local 2011 position with a wage of \$50.75 per hour (2024 rate) and an excellent benefits package. Job description and competition information can be found at www.saanich.ca. **Please apply via our careers page by 11:45 p.m. April 20, 2026, quoting competition 26088.**

The District of Saanich is proud to once again be recognized as one of [BC's Top Employers for 2026](#). As an inclusive, supportive, and high-performing organization, we are committed to fostering a workplace that reflects the diversity of the community we serve. We aim to attract and retain passionate, skilled individuals from all backgrounds, demographics, and life experiences, and we are dedicated to creating an environment where everyone can contribute and thrive. If you require an accommodation at any stage of the recruitment process, please contact accessibilityHR@saanich.ca in confidence. We are here to support your full participation.

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. **Please apply by 11:45 p.m. November 8, 2024, quoting competition 24297.** Only those under consideration will be contacted.

The District of Saanich is recognized as one of BC's Top Employers for 2024. As an equitable and inclusive employer, we value 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. We thank all applicants for applying.

Applying from out of town? Take a look at what Saanich has to offer!
bit.ly/NaturalSaanich