



Asset Management Advisor
Competition #J0122-0330
One (1) Permanent Full-Time Position

The City of Fort Saskatchewan is seeking a professional, positive and detail oriented individual to the Office of the City Manager. Reporting jointly to the General Managers of Corporate Services and Infrastructure and Planning Services, this position will provide a lead role in the development of the City of Fort Saskatchewan's corporate asset management program. This position will be responsible for providing support in the development and implementation of asset management strategies, plans and frameworks at all levels of the organization. This position will support and be supported by the Corporate Asset Management Steering Committee to implement leading asset management practices and developing core asset management competencies throughout the organization.

Specific accountabilities for this position include developing, consolidating, enhancing and maintaining a single corporate asset register that is used by all departments and is integrated with GIS, financial systems, and other systems. This position will coordinate, assist and advise departmental asset management owners with the development of asset management plans that link the goals of asset ownership to the City's strategic and corporate objectives, and to municipal service delivery. The Asset Management Advisor coordinates with and supports the Corporate Asset Management Steering Committee in fulfilling its mandate to provide a forum for discussion of asset management strategies, integration, and best practices, and continual improvement.

The successful candidate will possess a post-secondary degree in Engineering, Business, Planning or a related field, with a minimum of five (5) years of related experience. Successful completion of the Certified Asset Management Professional Program (or equivalent) is required. A Project Management Designation is considered an asset. The incumbent will be highly organized with the ability to effectively prioritize their tasks to meet the various demands of a fast paced work environment. Previous project management experience, including process design and documentation, is required. Excellent verbal and written communication skills are necessary. Creativity and the ability to apply abstract asset management concepts to the development of new practices and procedures is essential. The successful applicant will have intermediate knowledge of Microsoft Office 365, SharePoint, ArcGIS and ESRI Suite of products, and Microsoft Dynamics. Advanced knowledge of a future Asset Management Register is considered an asset.

The City of Fort Saskatchewan offers a competitive compensation package with a salary range of \$88,081 to \$103,603 per annum. Qualified applicants are invited to apply in confidence no later than **Monday, January 24, 2022** through the Career Portal on the City's Website at www.fortsask.ca.



Take your Career in the Right Direction

The City of Fort Saskatchewan is a vibrant economic and cultural hub located just 15 minutes northeast of Edmonton on the banks of the North Saskatchewan River. Home to nearly 27,000 people, the City proudly manages state of the art recreation, culture and historic amenities including 75 km of outdoor trails, a performing arts theatre and fitness centre within the Dow Centennial Centre and the 1875 – 1885 NWMP Fort Representation in historic downtown.

The City of Fort Saskatchewan thanks all applicants for their interest and advises those applicants under consideration will be contacted.