



THE CORPORATION OF THE TOWN OF NEW TECUMSETH

**Manager of Corporate Assets**

Permanent Full-Time  
35 Hours per week  
Job # 2018-01

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Reporting to the General Manager of Corporate Services this role will lead the development of the Corporate Asset Management policy and process by leveraging best practices and technology. The understanding and compliance of Provincial statutory requirements is a fundamental requirement. This position will coordinate and lead a multi-departmental team to ensure a commitment to the integrity of the data and development of strategies to maximise the returns from the assets through life cycle management. This role will be highly involved in the development of business plans, capital budgets, operating budgets, forecasts and analysis. Asset inventory includes facilities, water, wastewater, buildings, roads, bridges, fleet and all other Town owned assets.

**Qualifications:**

- Diploma or Degree in Engineering, Finance, Business or other related discipline
- At least 5 years' experience leading asset management strategies and policies, municipal experience preferred
- Understanding of statutory reporting requirements for Municipal and Provincial compliance towards asset management plans
- At least 5 years' management experience working in a financial or engineering position
- Understanding of Asset Management Technology and Project Management skills
- Experience with core Municipal Assets and their life expectancy and rehabilitation options
- Designation as a Certified Asset Management Professional would be preferred

**Responsibilities:**

- Developing, sustaining and updating an asset management plan, including strategies, policies and procedures
- Identifying, implementing and supporting new technology to enhance our compliance to the strategies, budgeting and compliance to Municipal and Provincial requirements
- Identify funding opportunities to supplement our asset inventory
- Annual budgeting and long term financial planning of capital assets
- Coordination of updating inventory, condition assessments, service levels and strategies
- Collaboration with finance on the tangible capital components linking the asset management plan to the financial results
- Continual review of best practices and compliance to all Provincial Asset Management requirements
- Regular reporting and communication to staff, senior management and council

**Salary Range:** \$87,878 - \$109,691

**Start Date:** ASAP

**Please submit your cover letter and resume in Word or PDF format to [careers@newtecumseth.ca](mailto:careers@newtecumseth.ca) no later than 4:30 pm on January 17, 2018  
Please quote competition #2018-01 in the subject line of your email.**

We thank you for your interest, however; only those selected for an interview will be contacted.

The Town of New Tecumseth is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. If contacted for an interview, please advise Human Resources if you require accommodation.