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## Summer Staff - Engineering

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The Town strives for a culture focused on being dedicated, helpful, and knowledgeable. With 181 km of underground infrastructure, 104 km of roads to look after, and a number of different facilities including a two-sheet ice complex and 309 acres of green spaces, there is a lot to be dedicated and knowledgeable about. The Town of Olds fosters an environment that is welcoming, collaborative and fun. We work together, respecting each others knowledge and experience, to create a positive, relaxed, welcoming work environment that serves the community and our partners.

One of the goals of the Town of Olds is sustainable service delivery to the community. One of the key elements to sustainable service delivery is Asset Management. We are accepting applications for one (1) summer staff positions from that could last from May to August for a current student or May to October for a recent graduate, to help further our Asset Management Plan. The priority for this position inputting collected data into Civil 3D and/or ArcGIS. This position will included also include surveying spatial data and condition assessment of existing infrastructure. Additionally, students will experience civil construction projects in a municipal setting through our 2023 Municipal Improvement project, which will include underground utilities installation. street building, pavement overlays and sanitary sewer relining.

Duties include the following, but are not limited to:

- surveying assets/infrastructure;
- worksite inspections;
- scanning engineering related documents into file system.
- asset condition assessment.
- data entry into ArcGIS and Civil 3D; and

Qualifications: Must be 18 years of age or older, have a grade 12 diploma or equivalent, valid Class 5 Drivers' License, and a willingness to learn. Experience in using GNSS Survey, Civil 3D and ArcGIS would be an asset. Preference may be given to an individual with post-secondary education in civil technology or engineering, or related fields.

Hours of Work: 8:00 am to 4:30 pm, Monday to Friday; Half-hour unpaid lunch; two 15-minute paid breaks and may require some weekend and shift work.

Wage: \$27.81.per hour.

**This position will remain open until a suitable candidate is found.** Applicants are to provide a three-year Drivers Abstract with their application, these can be obtained at any Alberta Registries location. Interested parties are invited to submit a cover letter and resume outlining their qualifications to:

Human Resources  
Town of Olds  
4512 46 Street  
Olds, AB T4H 1R5  
Fax 403.556.6537  
E-mail: [hr@olds.ca](mailto:hr@olds.ca)