



The Town of Newmarket, Financial Services  
Requires an **Asset Management Specialist**  
12 Month Contract (35 hours per week)

### About Newmarket

The growing community of Newmarket is home to 90,000 people and located 40 minutes north of Toronto, in York Region. As one of the most densely populated communities in Ontario, Newmarket may be small in area, but BIG things are happening there. From the transformation of a community landmark, the Mulock Property, into Newmarket's very own Central Park to the renewal of the urban corridors to make them even more eclectic, vibrant, livable, and lovable – the Town of Newmarket is always looking forward.

We offer and value flexibility to support work/life integration and wellbeing, including flextime, compressed workweeks, and hybrid work. As we move forward from the pandemic, Newmarket is committed to evolving, growing, and trying new approaches, all while creating an environment for extraordinary public service.

### Job Description

Under the direction of the Manager, Asset Management, the Asset Management Specialist is responsible to provide support in the development and implementation of Asset Management strategies and frameworks at all levels of the organization; recommends corporate performance solutions and process enhancements as they relate to asset performance monitoring, evaluation and reporting, deterioration patterns and lifecycle cost analysis, and Optimized Decision Making (ODM) to support rehabilitation and replacement planning for the effective use, management and replacement of the Town's infrastructure (i.e. Roads, Water, Waste water, Storm water and Facilities).

### How do I qualify?

- Successful completion of a Degree in Business, Engineering, Computer Sciences, or equivalent combination of education and experience. Certificate in Asset Management or equivalent.
- Proven demonstrated experience in the design, construction and operating processes of all municipal asset types (i.e. roads, water, sewer, storm, facilities,) and implementation of Asset Management strategies and frameworks.
- Thorough knowledge and experience in all aspects of asset management, such as data analysis, performance measurement plans, risk profiles and mitigation strategies, performance monitoring, evaluation and reporting as well as recommending alternatives and options related to continuous improvement.
- Extensive experience in analyzing performance gap and failure mode, risk assessment, deterioration pattern recognition and trending, ODM & RCM and determining asset management life cycle costing analysis comparisons.
- Thorough knowledge and experience in the development and implementation of asset management strategies developing condition assessment and inspection plans, and programs, processes and protocols for data collection.
- Demonstrated leadership skills and ability to work with teams and /or lead teams for various asset management projects.
- Effective influencing, negotiating, communication (both written and verbal), and change management skills.
- Ability to apply time management, organizational and project management skills to support project teams and manage work priorities for a wide range of initiatives.
- Demonstrated expertise in use and application of MS Office Suite including Access and related software applications, including GIS.
- Valid Class "G" Driver's License in good standing and reliable vehicle for use on corporate business.

**Salary:** \$41.09 - \$51.37/hour

### How do I apply?

Please apply online at [www.newmarket.ca](http://www.newmarket.ca) by 5:00 p.m. on **June 12, 2023**, quoting the file number **23-109**.

The Town of Newmarket is committed to accommodate all applicants in accordance with the Ontario Human Rights Code for all employment activities including the recruitment process. Please no phone calls.