



Our City, Your Career!

Did you know?

The City of Winnipeg is a vibrant, **growing city** with many opportunities!

- It is one of the **largest employers** in Manitoba with over **10,000** employees!
- It provides a wide range of services to **over half** of all Manitobans.



Our City, Your Career!

How do we keep our city healthy and running smoothly?

- Who keeps our parks clean?
- Who provides public transportation?
- Who maintains the roads and clears the snow in the winter?
- Who opens and makes sure that wading pools are safe?
- Who makes sure we have a great selection of library books?

City of Winnipeg Employees!

Our City, Your Career!

City Departments



Assessment and Taxation

- Property valuation and property taxes
- If you have an interest in Real Estate, Technical Assistants progress to Field Assistants and then move on to become a Valuation Officer.



Community Services

- Operates City facilities, such as gyms, arenas, community centers, libraries
- Animal Services – Dog Adoptions and Dog & Cat Licensing
- By-Law Support and Enforcement
- Leisure Guide Programming
- Regularly hires for Aquatics and Instructor Guards, Recreation Technicians and Library Shelves.



Customer Service and Communications

- Are you customer service oriented? Join the City's 311 contact center as a Customer Service Representative! This is a great way to learn about our City services.
- Also includes Marketing, Advertising & Communication positions

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City Departments



Corporate Finance

- Many positions that handle money
- Payroll positions in all departments
- Corporate Treasury at City Hall



Innovation & Technology (IT)

- One of the City's quickest growing departments
- IT supports employees and divisions across all departments
- IT supports computer and online services, manages projects, maintains data, applications, and technology



Human Resource Services

- Multiple HR divisions across multiple departments
- Includes talent acquisition (recruitment), health & safety, equity office, compensation & benefits, labour relations, employee development and more

City Departments

Planning, Property & Development



- Recruiting for Custodial - Office Cleaners multiple times/year
- Manages the development & building permit process, City planning & designs
- Golf services & municipal cemeteries

Assets & Project Management



- Assets and Project Management regularly hires for Building Servicers & Locker Room Attendants
- Maintenance of roadway systems, parks, open spaces & natural areas.
- Many jobs in various areas such as maintenance, labour fields, trades & technologists, forestry (arborists), Engineering, and Insect Control
- Labourers are heavily recruited for the summer months. Seasonal recruitment begins in January for work that starts as early as April.
- Includes Fleet Management and Winnipeg Parking Authority

Public Works



Transit

- Operates public transportation services including regular transit, Winnipeg Transit+, chartered bus service and special events services.
- Winnipeg Transit regularly recruits for Bus Operators, Truck & Transport Mechanics and Apprentices
- Many Customer Service Representative and Admin positions

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City Departments



Water & Waste

- Maintains the systems to bring water to all city properties
- Operates the 4R Recycling Depots, Brady Road Landfill and oversees collections
- Multiple Traffic Director recruitments each year
- Utility Billing Centre customer service positions
- Water Meter Readers, including Summer Student recruitments
- Also hires for Skilled Maintenance Workers



Winnipeg Fire Paramedic Service

www.Winnipeg.ca/FPS

- Firefighter Paramedics
- Paramedics
- Communication Operators
- Diversity & Equity Fire Training Program
 - Opportunity to train for Level I and Level II Fire certification



Winnipeg Police Service

www.Winnipeg.ca/Police

- Police Constables and Auxiliary Force Cadets
- Emergency Communications Call Takers (911)
- Civilian positions: Communications, Admin, Research, HR and more

Equity, Diversity & Inclusion

- As City of Winnipeg employees, we are part of a diverse community. We each bring different views and lived-experiences to the work we do.
- The City has and continues to attract **a diverse skilled workforce**. We want to represent and be reflective of the community we serve.
- Our commitment to have a diverse and inclusive workplace means we strive to remove barriers to our recruitment process and for our employees.
 - Requests for reasonable accommodations will be accepted during the hiring process.
- The City of Winnipeg also has an Equity, Diversity & Inclusion Policy & Strategy to support this commitment.
- Mandatory training for all employees: Journey to Inclusion - Anti-Racism, Anti-Oppression & Cultural Competency Training

Oshki Annishinabe Nigaaniwak

- With Winnipeg's large and **growing Indigenous population**, there is a special mandate focusing on **Indigenous youth**.
- The City of Winnipeg's strategy for Indigenous youth is to provide youth positive and culturally appropriate programs and opportunities related to employment, literacy, and recreation in the community and civic system.
- **Oshki Annishinabe Nigaaniwak** is the spirit name gifted by Elders from the Indigenous community for the City of Winnipeg's **Indigenous Youth Strategy**.
- It means **Young Indigenous People Leading**



The City's Journey of Reconciliation

- First Indigenous medicine gardens planted at City Hall (2016) and planted every year since, with additional gardens planted at the Living Prairie Museum (2020) and Millennium Library Park (2021)
- Winnipeg's Indigenous Accord established and unanimously adopted by Council (2017)
- Mandatory Indigenous Awareness training provided to over 9,000 employees in three years (2016-2019)
- Welcoming Winnipeg: Reconciling our History Policy created as a result of two phases of public engagement and unanimously adopted by Council (2020)
- City Hall now permanently flies the flags of Treaty One Nation, Dakota Nations, and the Métis Nation (2021)



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Self-Declaration

- We encourage you to self-declare during the application process to help us understand our current workforce diversity representation and track our progress as we all contribute to the development of our EDI Policy & Strategy.

Applying For a Job

- Applications are accepted for advertised jobs. We do not accept general resumes.
- Each job you apply for requires a cover letter & resume specific to the job you're applying for.
- Applicants with work or study permit may still be accepted.
 - Must be legally eligible to work in Canada, in the position you are applying for, and within any restrictions on hours.
- Include all information requested. Applications submitted without required documentation will not be considered.
- **Be sure to complete all of the steps so that your application can continue through the selection process!**

Qualifications Are Important

- Each job has a list of qualifications.
- Be sure to show that you have these qualifications in your resume and cover letter.
 - Cover letter is your first impression to a recruiter
 - Recruiters can screen resumes and cover letters on your education and experience
 - You can decide the resume style/layout you prefer.
- Qualifications could come from your education and training, from other jobs, or through volunteer work.
 - We do not require Canadian work experience!
- Review conditions of employment and ensure you are able to meet these conditions.

Interview

- Soft skills can be assessed in an interview
- **Behaviour based questions:**
 - Example: Tell me of a time that you demonstrated excellent customer service, what happened and what was the result.

Situation

Task

Action

Result

Note: Your experience can come from anywhere! Retail, customer service, or an experience from home!

Professional Development

- We are committed to ongoing learning and training, and offer personal, professional, and career development. You will have the opportunity to learn and grow.
- As you learn new skills, there may be opportunities for you to move to new jobs within the City.



Did you know?

- The City has great benefits and competitive salaries!
- Once you have met the eligibility requirements, there are benefits such as:
 - **Dental plan**
 - **Vision care**
 - **Ambulance**
 - **Pension Plan**
- There are also **optional** benefits that employees can purchase such as Extended Health and Travel.



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For More Information on Current Jobs

Check www.winnipeg.ca/hr regularly

Follow us on LinkedIn, Facebook or Twitter

Call 311 for questions

Our City, Your Career!

The City is an interesting place to work! A place where you can make a difference in your community.

We take pride in fostering a respectful, diverse, safe, and healthy workplace where our employees can thrive and achieve their full potential.

