

# Senior Manager

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## APS Minimum Recruitment Standards

**Class #:** [M420](#)  
**Effective Date:** 08/98

### Minimum Recruitment Guideline

- university graduation in a field related to the position assignment, supplemented by six years progressively responsible experience. Related experience or education may be considered as an equivalency on a one for one basis.
- depending on the statutory or unique requirements of the position, specific qualifications may apply.

### Application of the Minimum Recruitment Guidelines

- I. The guideline for the Senior Manager class outlines the minimum training and experience expected for entry into this class.

For recruitment to a higher zone within the Senior Manager Class, an additional year of experience or training would be considered typical.

- II. Equivalencies may be considered, except where statutory or unique requirements of the position dictate specific qualifications. You have the flexibility to consider experience or in-service training, in lieu of education or education on lieu of experience and to vary the education and experience combinations to meet the particular requirements of individual positions.

### Examples of Position Specific Qualifications - Senior Manager Level

**Audit** – A recognized accounting designation supplemented by four years progressively responsible experience in professional practice as an accountant holding a recognized accounting designation.

**Engineering and Architecture** – Eligibility for membership in the Association of Professional Engineers, Geologists and Geophysicists of Alberta (A.P.E.G.G.A.) or Alberta Association of Architects (A.A.A.), supplemented by six years progressively responsible experience.

**Inspection and Regulatory** – For some positions, eligibility for registration in an appropriate association will be required e.g. Alberta Municipal Assessors' Association (A.M.A.A.) or Appraisal Institute of Canada (A.I.C.).

Natural Science – For some positions eligibility for registration in an appropriate professional association will be required e.g. Alberta Institute of Agrologists (A.I.A.) or Doctor of Veterinary Medicine (D.V.M.).

Social Science – For some positions, eligibility for registration in the appropriate association will be required e.g. Alberta Association of Registered Nurses (A. A. R.N.), College of Licensed Practical Nurses (C.L.P.N.A.), Alberta College of Social Workers (A.C.S.W.) or College of Alberta Psychologists (C.A.P).

### **Examples of Position Specific Equivalencies - Senior Manager Level**

Finance – a Professional Accounting designation Chartered Accountant (C.A.), Certified Management Accountant (C.M.A.) or Certified General Accountant (C.G.A.) or Masters level training in such areas as Commerce or Business or related area, plus four years of experience related to the position assignment or Bachelors level training in such areas as Commerce or Business or training equivalent to a senior level in a recognized Professional Accounting Program, supplemented with six years experience related to the position assignment.

Maintenance and Trades – related Trade Certification or specified Power Engineer designation, supplemented by eight years progressively responsible experience.

Inspection and Regulatory – Graduation from a recognized technical training program related to the position assignment, supplemented by five years related experience.

Last Review / Update: 2014-12-05