

Job Opportunities

Career Opportunity

The Region of Waterloo is currently recruiting for a:

Full-Time Supervisor, Technical Operations & Project Management (Water Services)

Department: Engineering & Environmental Services

Division: Water Services

Hours of Work: 35 hours per week

Location: On-site, Mannheim Water Treatment Plant, 2069 Ottawa Street South, Kitchener, ON

Our Story:

Committed to fostering opportunities for current and future generations, the Region of Waterloo is an inclusive, thriving and sustainable region of connected rural and urban communities with global reach. Our mission is to serve, engage and inspire, by delivering quality services to a diverse population of 630,000+, while creating a healthy, collaborative environment of learning, respect and innovation.

This is a place where employees are valued and recognized for their talents and contributions to our success. Our employees take pride in making a difference in people's lives through the work that we do. We are looking for people like you to help make it happen.

Our Team:

Region of Waterloo Water Services is committed to providing high quality drinking water to a growing community while protecting our water sources for future generations. We will use innovative and collaborative approaches to ensure our complex water system continues to operate at peak efficiency and that we are recognized as an industry leading water utility.

The Opportunity:

Reporting to the Manager, Operations & Maintenance (Water), this exciting opportunity would be well suited for an enthusiastic, results driven and collaborative self-starter who thrives in an environment of innovation and change. In this role you will supervise water operations, maintenance projects, and contract administration for asset and infrastructure maintenance programs. You will also provide operational, maintenance, and technical expertise in the Division.

Apply your Knowledge, Skills & Abilities:

- You will supervise technical staff, including a maintenance reliability specialist and technologists.
- Administer contracts with consulting engineers and contractors.
- Plan, measure, and monitor asset performance and costs over the complete lifecycle of assets.
- Develop, implement, and monitor a preventive, predictive, condition-based, and risk-based maintenance program to ensure consistent maintenance practices, standards, and work plans for the Division, per equipment and building standards and legislation.
- Supervise the CMMS function, including setting up work orders, system maintenance, work order maintenance, reporting from asset management system, and asset logging.
- Participate in asset management initiatives and identify service gaps and opportunities for improvement.
- Administer contracts, and monitors project schedule, budget, and progress for asset management programs. Authorizes design changes and extra work. Negotiates claims, disputes, and payment with contractors. Issues payment releases.
- Manages facility contracts for the site, asset management and other water operations programs.
- Prepares annual and monthly schedules with other supervisors for capital works and commissioning facilities.
- Assist engineering staff in final inspections on construction projects. Supervise and participate in the consultant selection and tendering process. Review and negotiate work plans and budgets with consultants.
- Supervise the development and implementation of maintenance and inspection programs, including data analysis.
- Lead and participate in divisional performance management program to develop key performance indicators (KPIs) to drive operational efficiencies
- Support benchmarking initiatives for NWWBI and MBN Canada and is the key contact for data

collation.

- Provides input into and prepares budget estimates and forecasts
- Maintains data systems relating to project management and financial project monitoring.
- Prepares reports for senior management and Council as needed.
- Performs related duties as required.

Apply Your Experience at the Region of Waterloo

- Knowledge of public works water project and program administration, methods, and procedures, normally acquired through a Certified Civil Engineering Technologist diploma plus progressively responsible directly related experience.
- Membership/eligibility for membership in the Ontario Association of Certified Engineering Technicians and Technologists (OACETT), at the Technologist level.
- Knowledge of and ability to comply with policies, procedures, related legislation, standards, and guidelines (e.g., inspections, health and safety), and collective agreements.
- Strong analytical, organizational, problem solving, and continuous improvement skills to interpret data for trending and costing; measure effectiveness; recommend and implement new technologies; coordinate work; identify hazardous conditions; and participate in the development of equipment operating and maintenance procedures.
- Strong leadership, communication, and human relations skills to supervise, train, develop, motivate, and support staff; develop and maintain relationships with City staff regarding maintenance contracts; and participate as an effective team member.
- Ability to read and interpret manuals and legislation.
- Ability to write technical reports, specifications, accident reports, inspection reports, correspondence, operational manuals, and instruction material.
- Solid computer skills with ability to use software such as Microsoft Office, an infrastructure management system, GIS, and finance and accounting systems as it relates to equipment procurement and public works programs.
- Must have a valid Class G driver's license (or G2 with 3 years of driving experience) and acceptable driving record to operate corporate vehicles.
- Ability to travel within Waterloo Region.
- Ability to participate in an official standby/on-call rotation to respond to legislated or time sensitive

demands beyond regularly scheduled work hours.

- Ability to support and demonstrate the Region's values.

Additional Information:

Compensation:

In addition to offering a competitive compensation package, we have a strong focus on health and wellness, including fitness facilities and family-focused benefits. The salary of this position ranges between \$92,201.20 - \$115,260.60 per annum (Grade 7 on the Management & Management Support wage scale).

We thank all applicants in advance; however, we will be corresponding only with those selected for an interview.

The Region of Waterloo is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection process. At the Region, we respect, encourage and celebrate our diversity. The Region of Waterloo is committed to providing accommodations throughout the recruitment process. If you require an accommodation, please notify us and we will work with you to meet your needs.

Alternate formats of this document are available upon request. Please contact the Service First Contact Centre at phone number 519-575-4400, or TTY number 519-575-4608 to request an alternate format.

[Print this Job](#)

[Close Window](#)

The Regional Municipality of Waterloo,
Human Resources Department
150 Frederick Street, 3rd Floor,
Kitchener, Ontario N2G 4J3