

Job Req ID: 1120

Department: Engineering and Environmental Services

Manager, Engineering & Planning (Water & Wastewater)

Job Number: 1120

Job Type: Full-Time

Location: 150 Frederick St - Regional Admin Headquarters

Job Category: Engineering

Number of Positions: 1

Department: Eng and Planning (WAS)

Division: Engineering and Environmental Services

Hours of Work: 35

Union: Management/Management Support

Grade: Management/Management Support Grade 09

Salary Range: \$118,755.00 - \$148,439.20

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.

The Role

Manages engineering, planning, and infrastructure renewal activities for the Division. Conducts and manages feasibility studies, Class Environmental Assessments, Master Plans, and pre-designs, detailed designs, and construction projects. Advises the Director on divisional matters and provides advisory services to adjacent teams during operational emergencies.

Duties/Responsibilities

- Supervises Engineers. Indirectly supervises additional staff and students. Administers contracts with consultants and contractors (e.g., studies, water quality monitoring, infrastructure renewal projects). Oversees a team that monitors retail water distribution system performance and troubleshoots inflow and infiltration.
- Manages engineering and planning activities for infrastructure renewal projects. Manages the team's goals and objectives. Analyzes and defines new projects. Manages and resolves related issues, evaluation and performance indicators, databases, and identifies alternative work plans.
- Leads complex projects, liaising with area municipalities, agencies, Ministries, conservation authorities, consultants, and academia.
- Manages feasibility studies, pre-design and pilot projects, and detailed design and construction. Prepares reports on short and long-term strategy and planning for water supply and wastewater.
- Engages in servicing and feasibility studies for high profile economic development projects, and prepares presentations and advises on innovative methods to supply water.
- Develops terms of reference for major studies and projects. Participates on project teams to manage implementation of feasibility studies for pre-design, design, and construction projects.

- Collaborates with legal and property teams on land/property-based projects, agreements, and policies.
- Manages processes for committing water and wastewater services to new subdivisions and developments.
- Analyzes existing standards and policies and recommends revisions to increase efficiency and performance.
- In collaboration with adjacent Water and Wastewater teams, manages in-house work and studies to resolve water supply and operational problems, and provide expertise and input on special water supply processes and wastewater treatment.
- Works closely with Planning Division staff on growth-related projections as it relates to water and wastewater long-term service abilities.
- Manages construction contracts for water and wastewater infrastructure renewal projects. Authorizes payments to consultants, area municipalities, and agencies for work performed.
- Oversees divisional research project selection and funding and facilitates research proposal reviews with divisional managers. Liaises with academic institutions and agencies to advise and guide outcomes, and on supplying and interpreting data.
- Leads a team to develop and administer the climate adaptation program for the Division, and coordinates and updates adjacent Divisions as needed.
- Exchanges information and discusses issues with area municipalities, provincial and local agencies (e.g., Ministries, Ontario Clean Water Agency, conservation authority), private and public sector companies. Has contact with the public through open houses and formal public meetings.
- Performs related duties as required.

Knowledge, Skills, and Abilities

- Knowledge and skill in environmental and municipal engineering is normally acquired through a bachelor's degree in engineering (e.g., civil), plus progressively responsible related experience in water and wastewater-related areas.
- Must be registered as a professional engineer with the Professional Engineers of Ontario.
- Knowledge of and ability to comply with policies, procedures, collective agreements, and legislation (e.g., environment, natural resources, water protection, health and safety).
- Negotiation, analytical, problem-solving, and continuous improvement skills to plan and develop objectives and goals, including administrative, technical, operational, and financial components; prepare and administer budgets; and lead program and process changes to support effective, efficient operations.
- Leadership skills to manage, develop, train, motivate, and support staff
- Human relations and communication skills to prepare, facilitate, and conduct presentations and open houses to council, committees, staff, agencies, interest groups, and the public; and participate as an effective team member.
- Ability to write detailed reports and presentations for committees, regional and area municipal councils, staff, the media, and the public.
- Computer skills with ability to use software such as Microsoft Office suite, databases, management information systems, project management software, e-scribe, and computer modelling.
- Ability to travel within Waterloo Region.
- Ability to adjust schedule for public open houses and information sessions.
- Ability to support and demonstrate the Region's values.

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, TTY number (519-575-4608) to request an alternate format.

Please note: Due to the high volume of applications we receive, only those candidates selected for an interview will be contacted through email. Please check your spam or junk folder occasionally as some candidates have noticed our emails in those folders (Gmail and Hotmail in particular).