

**Department: Public Works**

**Division: Water and Wastewater Treatment**

**Position: Manager, Wastewater Treatment**

*At the Region of Halton, we treat everyone with respect, honesty, fairness and trust. As an equal opportunity employer, we are committed to establishing a qualified workforce that is reflective of the diverse population we serve. The Region of Halton is committed to providing accommodations throughout the recruitment process. If you require accommodation, please notify us and we will work with you to meet your needs. We encourage applications from all qualified individuals; however, only those under consideration will be contacted.*

**Note:**

**This is a permanent full time position working 35 hours per week.**

*Halton Region serves more than 580,000 residents throughout Burlington, Halton Hills, Milton and Oakville. We are committed to delivering high quality programs and services that make Halton a great place to live and work.*

*Joining Halton Region opens the door to a fulfilling career. Our comprehensive compensation, great benefits and employee recognition program are a few reasons why we are one of the GTA's Top Employers.*

*We engage great people who contribute to meaningful work that makes a positive difference in our community. As an employee, you will be part of a progressive, service focused and award winning employer with a diverse and inclusive work environment. At Halton, you are encouraged to grow and succeed in your career and are recognized for your accomplishments and contributions.*

**Purpose:**

Reporting to the Director, Water and Wastewater Treatment, the Wastewater Treatment Manager is responsible for the safe discharge of all effluent water from the six wastewater treatment plants located in Halton Region and oversees the Bio Solids Land Application program. Managing a group of unionized and non-unionized staff, the Manager works collaboratively with the Plant Capital Engineering and Maintenance groups to administer the plant asset management program, Ministry of the Environment Conservation and Parks (MECP) compliance program and the continuous improvement program through the American Water Works Association (AWWA) sponsored Partnership for Clean Water program.

**Preferred Background:**

The successful candidate will have post-secondary education as an Engineering Technologist or approved equivalent, and a minimum of five (5) to seven (7) years of supervisory experience in a municipal wastewater treatment environment. Excellent team building, organizational, and leadership skills while demonstrating critical thinking and priority setting are required.

The incumbent will have knowledge, interpretation and application of MECP regulations, legislation and guidelines mandated under the *Occupational Health and Safety Act, Water Resources Act, Federal Wastewater System Effluent Regulations, Water Opportunities and Water Conservation Act, Safe Drinking Water Act, and Environmental Protection Act.*

Familiarity with office technology solutions including, Microsoft Office, SAP, work order management systems and instrumentation, and Supervisory Control and Data Acquisition system (SCADA) control systems is required. Sound financial management, dispute resolution in a unionized environment and customer facilitation is preferred. The candidate must demonstrate the ability to communicate effectively and demonstrate professionalism, awareness and political acuity when interacting with stakeholders. Ability to read and interpret technical construction drawings is preferred. An equivalent combination of education and experience will be considered.

**Working Conditions:**

The successful candidate will be made an offer of employment on condition that the Regional Municipality of Halton receives a current (obtained within the past six (6) months), original and acceptable Criminal Records Check, by the first day of employment. Travel will be required; incumbent must provide their own transportation. Flexibility in working hours is required to provide leadership in emergencies and adverse conditions.

**Duties:**

- Manages wastewater treatment facility and Bio Solids Management Centre personnel, including succession planning, staff training/development and MECP certified-operator regulatory compliance, performance management/review, coaching/mentoring and collective agreement administration.
- Responsible for enabling staff to ensure treatment facilities comply with MECP regulatory requirements for the safe discharge of effluent water from the treatment plants.
- Identifies, through coordinated efforts with plant capital and engineering as well as maintenance, required capital improvements for inclusion in the annual State of Good Repair Budget to ensure the continued operation of all facilities and the longevity of treatment assets.
- Provides operational expertise and guidance for construction projects and provides and facilitates from staff comments on all design, specifications and contract drawings involving wastewater treatment upgrades.
- Provides and facilitates input from staff concerning operational expertise and assistance to develop innovative and cost effective solutions to resolve operational concerns regarding plant processes with plant capital and engineering staff.
- Reviews annual planned maintenance and construction activities, prioritizes requirements, and coordinates work with plant capital and engineering and maintenance as required, ensuring through facilitation with staff that operational processes and treatment are not jeopardized.
- Provides technical information in support of reports for consideration by Public Works Committee and Council.
- Reviews and provides comments through facilitations with staff on all consultant reports pertaining to wastewater treatment to ensure recommendations are viable and comply with Federal, Provincial and Regional standards.
- Oversees the annual operating budget and planned levels of activity accomplishment for inclusion in the operating budget. Monitors and approves all related expenditures and actively administers variance review and reporting requirements.
- Assists with the development of policies, levels of service, special studies, and operating procedures to ensure the required technical data and impacts to the wastewater treatment systems and bio solids land application program are taken into consideration.
- Promotes and encourages the positive perception of public works in general through response to customer and elected officials' enquiries and complaints.
- Hires, supervises, evaluates, disciplines and trains, union and management staff
- Initiates, participates in and guides the development of policies, procedures and long-range plans of the division.
- Performs other duties as assigned.

**Posted:** September 24, 2020

**Posting Expires:** October 24, 2020

**Posting #:** PW-346-20

**Apply Online at:** [Halton Job Postings](#)

**If selected for an interview, you will be contacted by email and/or phone. Please ensure the contact information provided on your resume is up to date and that you check your email and voicemail regularly.**

NOTE: Personal information collected through the job application process will only be used for the purpose of determining qualifications for employment.