



THE CORPORATION OF THE MUNICIPALITY OF SOUTH HURON
322 Main Street South, PO Box 759, Exeter, ON N0M 1S6
PHONE: 519-235-0310 • FAX: 519-235-3304 • TOLL FREE: 1-877-204-0747
WEBSITE: www.southhuron.ca

Job Posting Full-Time Manager of Environmental Services 1 Vacancy

As the result of a vacancy the Municipality of South Huron invites applications for the Full-Time position of Manager of Environmental Services. This position under the direction of the General Manager of Infrastructure and Development is responsible for directing, monitoring and overseeing the activities of the Environmental Services Department. The Manager of Environmental Services effectively plans, prioritizes and ensures the successful implementation of Environmental Services maintenance, operation and construction programs related to drinking water, wastewater collection, wastewater treatment and landfill sites. The Manager of Environmental Services prepares and monitors departmental and project budgets and provides recommendations and advice to the General Manager of Infrastructure and Development. The Manager is responsible for ensuring compliance with Federal and Provincial legislation, regulations and policies. This position involves handling issues of a highly sensitive and confidential nature.

The ideal candidate should have the following Education, Qualifications, Knowledge and Skills:

- Post-secondary education in civil engineering technology or a related discipline
- Must possess, or be able to obtain, Operator Certification sufficient to perform the duties of this position and to operate in the water and wastewater system currently classified as Water Distribution Class III, Wastewater Treatment Class II and Wastewater Collection Class II, in accordance with O.Reg. 128/04 and O.Reg. 129/04
- A minimum of 7 years' experience as a Water/Wastewater operator holding a Class II Water Distribution License, Class II Wastewater Treatment License and Class II Wastewater Collection License.
- Required health and safety training certification. Must possess or be able to obtain First Aid/CPR Level C, WHMIS and Confined Space Entry (CSE) Certificates
- Extensive knowledge of Provincial/Federal Ministry of Environment, Conservation and Parks (MECP) regulations and provincial drinking water standards, as well as provincial occupational health and safety standards and labour laws
- A thorough working knowledge of water and sewer construction processes
- Effective inter-personal, management, and written and oral communication skills including conflict resolution skills
- Strong organization skills to effectively complete/deliver and prioritize assigned tasks and responsibilities within established timelines
- Proper operation and care of a personal computer and other resources of the Environmental Services Department
- Establish and assign priorities, work programs and tasks for department staff and contracted professional services and ensure that the tasks are completed in a timely and efficient manner, to meet Council established service levels and deadlines
- Working knowledge of standard office software, work order software and specialized software (SCADA)

- Training and mandatory courses required to maintain water and wastewater licensing.
- A commitment to continuing education in order to further the incumbent's knowledge and remain current in one's area of expertise.
- Experience in writing and implementing financial policies and developing sound business processes.
- Excellent interpersonal, project/time/records management, organizational, analytical, research, communication, presentation, problem-solving, and staff leadership and supervisory skills.
- Ability to think and act strategically and appropriately in a political and community service environment; to build strong and enthusiastic staff teams and external alliances/partnerships; to align departmental programs/services with corporate goals/objectives; and to foster a positive, productive, and healthy/safe work environment that is committed to service excellence.
- Possess a valid 'G' Driver's License with a clean driver's abstract.

Working conditions:

Work occurs in an office environment at an Operations Centre, with a high degree of public contact, as well as exposure to highly sensitive and confidential issues, which may be of a personal nature. This position requires long periods of sitting, as well as consistent visual concentration upon computer screens. Operations continue in all weather, including severe conditions such as freezing rain, snow storms, poor visibility and slippery conditions. A high degree of mental alertness is required to ensure the safety of self and others, as working with heavy equipment, vehicles, unpredictable traffic conditions, tools and hazardous chemicals is required.

Hours of work are scheduled within the core operating hours of 8:30 A.M. - 4:30 P.M. Occasional overtime may be required to deal with peak periods and emergency situations. Attendance at after-hours meetings, as well as Council meetings, professional meetings and other meetings as required.

Hourly Range: \$46.01 - \$54.13.

A detailed job description is available by contacting jfinkbeiner@southhuron.ca or by calling 519-235-0310 ext. 246.

Please submit your application no later than **4:30 PM on Thursday, August 25, 2022** preferably by email to:

Justin Finkbeiner, Human Resources Officer
Municipality of South Huron
322 Main Street South
P.O. Box 759
Exeter, ON N0M 1S6
Email: jfinkbeiner@southhuron.ca

We thank all applicants for their interest in this position; however, only those being considered for an interview will be contacted. Personal information is collected under the authority of *The Municipal Freedom of Information and Protection of Privacy Act* and is used for candidate selection purposes only. Accommodations are available upon request for all parts of the recruitment process.