

NOTICE OF VACANCY

POSITION:	Supervisor of Water & Wastewater Technical Services (Comp. #2022-95)
LOCATION:	Public Works Department
EMPLOYMENT STATUS:	Permanent Full-time
REPORTING TO:	Manager of Water & Wastewater Technical Services
UNION AFFILIATION:	Non-Union
WAGE RATE:	\$49.17 - \$61.46/hr (\$89,489.40 – \$111,857.20 annually)

POSITION SUMMARY:

Ensures the effective and efficient delivery of technical and administrative programs and services related to Oxford County's water and wastewater systems including but not limited to:

- Ensuring compliance of the Water and Wastewater systems with all applicable legislation, including regular application and maintenance of quality management systems (QMS)
- Oversee the ongoing implementation of the SCADA Master Plan
- Local implementation and monitoring of the County's Source Water Protection program
- Oversee the ongoing maintenance of water and wastewater hydraulic models
- Supports asset management related tasks to ensure water and wastewater assets are kept in an acceptable state of repair and service levels are maintained.
- Specialized programs including: Master Servicing Plans, Development Charges Background Studies, Water Conservation/Efficiency, Groundwater Modelling, Rate Studies and Backflow Prevention.
- Sewer Use By-Law enforcement
- Managed Forest Plan
- Drafts tender documents, requests for proposal, agreements and other documents in support of water and wastewater treatment services and for other reporting requirements. Performs on-site inspections of contractor's work and maintains accurate records for preparing payment certificates as required.
- Creates, maintains, and monitors the progress of key performance indicators and other statistical information pertaining to the various initiatives.
- Direct supervisory responsibilities including hiring, performance management, coaching, employee relations, mentoring, and professional development of non-unionized staff.

MINIMUM QUALIFICATIONS:

- Post-secondary education in Environmental Science, Engineering or related discipline. Membership in OACETT or PEO and/or certification in Water and Wastewater Operations at the Class 3 or 4 level preferred.
- Demonstrated progressive experience in Class 3 & 4 Water and Wastewater Systems.
- An equivalent combination of education and experience may be considered.
- Demonstrated ability to collaborate with key stakeholders to deliver programs and services.
- Knowledge of relevant trends and best practices, legislation and regulations, such as the Safe Drinking Water Act, Clean Water Act and Ontario Water Resources Act.
- Demonstrated ability to foster teamwork, lead and empower teams and guide effective project management outcomes.
- Ability to demonstrate the required competencies for this position in alignment with Oxford County's competency framework.
- Valid Ontario driver's license.

Please note that all new hires are required to be fully vaccinated against COVID-19 as a condition of employment. If you are asked to move forward in the recruitment process, any questions or concerns regarding this requirement can be asked at that time.

Resumes will only be accepted electronically via e-mail at: hr@oxfordcounty.ca

POSTING DATE: Monday, September 19, 2022
CLOSING DATE: Monday, October 10, 2022 by 4:00 p.m.

"The County is an equal opportunity employer. The County will attempt to provide reasonable accommodation for known disability for an applicant or employee if requested". In accordance with the Municipal Freedom of Information and Protection of Privacy Act, resumes are only accepted in response to advertised vacancies and will be used for the purposes of determining eligibility for employment only. We appreciate all resumes, but only those selected for interviews will be contacted. Under the direction of the County Buildings Foreman, carries out repairs, adjustments, maintenance and inspections of County owned and leased buildings and properties.