

Job Title: Project Manager II - Water & Wastewater Linear Systems

At Halton Region, 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. Halton Region is committed to providing accommodation to individuals with disabilities throughout the recruitment process.

If you are looking for a role where you can lead a team towards the delivery of municipal infrastructure projects for the residents of Halton, we want to hear from you. Over the next 10 years, the Region will be investing over \$5 billion in transportation, water and wastewater infrastructure. We are committed to delivering high quality infrastructure for the residents, businesses and visitors to Halton Region, and are looking for dedicated, forward thinking and enthusiastic individuals to join our Public Works team!

Posting ID: 2683

Department: Public Works

Division: Water & Wastewater System Services

Pay Range: \$85,787-\$114,364

Job Type: Permanent

Hours of Work: 35 hours per week

Work Location: Halton Regional Centre, 1151 Bronte Road, Oakville

Employee Group: OCT

Posting Date: March 26, 2024

Application Deadline: April 9, 2024

Job Summary

Reporting to the Supervisor of System Design & Performance, the Project Manager will be responsible for leading programs, studies and projects related to system performance, system investigations and identification of system improvements for water and wastewater linear and vertical infrastructure.

Duties & Responsibilities

- Monitors and assesses water and wastewater system performance by reviewing and analyzing data and provides input into system performance data requirements.
- Identifies and investigates root cause of complex water and wastewater system performance issues.
- Recommends remediation options and prepares business cases and cost estimates to address water and wastewater system performance issues including operational changes, system retrofits and rehabilitation/replacement capital projects.
- Recommends modifications to design and construction guidelines, standards specifications, policies and procedures to improve system performance.
- Identifies and implements improvements to data, process, procedures and standard templates to enhance system assessment and project identification and delivery, in collaboration with other staff.
- Develops and delivers clear, concise and understandable correspondence, technical briefs, reports and presentations to senior management, staff and other stakeholders.
- Prepares contract documents, evaluates contract proposals and selects the successful proponent in line with purchasing and other corporate policies.
- Administers consulting contracts to investigate root cause of complex water and wastewater system performance issues and recommend system remediation options.
- Applies the corporate approved Project Management Methodology to manage studies and investigations to ensure they are delivered on time, on budget and against a mutually agreed scope and quality.
- Cultivates and maintains effective working relationships with various internal and external stakeholders including public, council, staff, consultants, contractors, suppliers, and local municipalities.

- Performs other duties as assigned.

Skills & Qualifications

Essential

- Post-Secondary Degree in Civil or Environmental Engineering (or similar), Professional Engineering License.
- Minimum of five (5) years of direct related experience in the areas of managing municipal water and wastewater projects, studies and initiatives.
- Strong project management skills, effective time and resource management skills and at least three to five (3-5) years of experience in developing RFP's, RFQ's and tenders and contract coordination or administration is required in order to ensure timely completion of program/project deliverables.
- Excellent oral/written communication and negotiation skills are required to interface with various stakeholders including councilors, consultants, contractors, and the general public.
- Understanding of hydraulics, water and wastewater system design concepts, hydraulic modeling outputs to investigate system performance problems and recommend system improvements.
- Demonstrate excellent analytical and problem solving skills and be familiar with data used to monitor water and wastewater system performance (flow, pressure, and capacity) and environmental factors (rainfall, temperature, groundwater levels) impacting system performance.
- Experienced with office technology tools including Microsoft Office, spatial analysis software (ESRI preferred), hydraulic models (InfoWater & InfoWorks ICM) and PCS/SCADA to support system performance analysis and reporting.

Preferred

- Certification in Project Management (PMP) or some formal training in project management.
- An equivalent combination of education and experience will be considered.

Working/ Employment Conditions

Working Conditions

- Travel will be required between locations within Halton Region.

Important information about your application:

- In accordance with requirements in Ontario Regulation 191/11 – Integrated Accessibility Standards and the Ontario Human Rights Code, Halton Region will accommodate the needs of individuals with disabilities throughout the recruitment process. If you require accommodation at any stage of the recruitment process, please inform the Talent Acquisition representative of the nature of the accommodation(s) you require.
- Please submit your application online. We will accommodate individual needs for applicants with disabilities and others who are not able to apply online. If you experience any issues with submitting your application, please contact HR Access at 905-825-6000 extension 7700.
- Applications will be accepted until 11:59 p.m. on the deadline date specified on the posting.
- We encourage applications from all qualified individuals; however, only those under consideration will be contacted.
- Personal information collected through the job application process will only be used for the purpose of determining qualifications for employment.
- 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.

Halton Region serves more than 624,000 residents throughout Burlington, Halton Hills, Milton and Oakville. We are committed to the delivery of high quality programs and services that make Halton a great place to live and work. We engage great people who contribute to meaningful work that makes a positive difference in our community. At Halton, you are encouraged to grow and succeed in your career and are recognized for your

accomplishments and contributions. As an employee, you will be part of a progressive, service focused and award winning employer with a diverse and inclusive work environment.