

Why Windsor?

Forward. Together. — Discover a career that connects purpose with possibility. At the City of Windsor, our employees thrive in a collaborative environment that values organizational excellence, community impact, and offers competitive benefits that supports professional growth. Located in Southwestern Ontario on the banks of the Detroit River and Lake St. Clair, Windsor is just minutes from downtown Detroit, Michigan and the north shores of Lake Erie, which is home to over 25 local wineries, craft breweries and distilleries. Windsor boasts world class entertainment, state-of-the-art facilities, iconic food, temperate climate, magnificent waterfront parks & gardens and an innovative workforce with demonstrated capacity in automotive, advanced manufacturing, transportation, life sciences, education and tourism. With affordable living, a diverse community, and a growing economy, Windsor offers a lifestyle as fulfilling as the work we do. Come join a team that reflects the city it serves.

Job Title: Manager, Little River Pollution Control

Job Posting Number: 2026-0037

Posting Type: External

Posting Period: Thursday, February 5, 2026, at 8:30 a.m. to Wednesday, March 4, 2026, at 4:30 p.m

Department: Pollution Control

Union: Non-Union

Position Status: Regular Full-Time

Job Code: NU0148

Grade/Class: NU14

Number of Positions: 1

Rate of Pay: \$136,501.84 - \$165,919.56

Shift Work Required: No

Duties and Responsibilities:

Reporting to the Executive Director Pollution Control or designate, this position will be responsible for:

- Ensuring the efficient and cost-effective operation of the wastewater treatment plant, including the day to day operation, preventive maintenance, housekeeping, scheduling, supervision and safety of staff;
- Reviews and keeps appropriate records to ensure their integrity;
- Monitors the treatment of raw sewage to ensure that the effluent quality is within Federal and Provincial requirements;
- Informs the Executive Director Pollution Control or designate of significant developments including the review and reporting of major activities and plans;
- Supervises appropriate staff, including performance evaluation, discipline, training and development;
- Recommends and coordinates maintenance activities required for the plant with the maintenance staff;
- Ensures familiarity and compliance with all Provincial safety legislation and corporate safety policies;
- Assists in the preparation and control of the Service Area Budget;

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- Replaces other managers as necessary;
- Maintain amiable relations with the public and fellow staff;
- Will be required to travel to off-site meetings and other facilities.
- Will provide input into Operational Capital improvements, designs, operations manuals and standard operating procedures.
- Will perform Occupational Health & Safety duties as outlined in the Corporation's Health and Safety Program.
- Will perform other related duties as required.

Qualifications:

- Must have a University Degree in Science or Engineering, or Ontario Ministry of Education equivalency, and a minimum of six (6) years of progressively responsible municipal or related experience in a technical, operations, or environmental field, **OR**
- Must have a three (3) year post-secondary school community College diploma in a Science or Engineering Technology field, or Ontario Ministry of Education equivalency and over ten (10) years of progressively responsible municipal or related experience in a technical, operations, or wastewater treatment environmental field.
- Must hold or be able to obtain a Ministry of Environment Class IV Wastewater Treatment Certification
- Must hold and maintain a current valid and lawful Class 'G' Driver's License in accordance with the Highway Traffic Act, for the purposes of operating a City of Windsor vehicle and provide a driver's abstract as a condition of employment.
- Must have working knowledge of the Microsoft Office Suite of Products, i.e. Outlook, Word, and Excel.
- Must have proven experience in contract administration, budget control and monitoring.
- Must have proven communication, report writing and management/supervisory skills in a union environment.
- Must have excellent customer service and interpersonal skills.
- Familiarity with appropriate industrial instrumentation & control and computer applications.
- Should have knowledge of the Occupational Health & Safety Act, its regulations and knowledge of the hazards associated with the work.
- Will be required to complete and remain current with the requirements of the Corporations Management Certificate Program.
- Progression through the Art of Supervision Program Certificate or a supervisory program of similar nature is considered an asset.
- Being licensed by the Professional Engineers of Ontario is considered an asset.

Physical Demands:

The physical demands analysis associated with this job indicates a sedentary level of work

The City of Windsor is an equal opportunity employer committed to fostering a workplace that reflects the diverse community we serve.

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How to Apply:

- An online application is available at the City of Windsor career website at www.CityWindsorCareers.ca and the application must be completed and submitted by no later than the noted posting period. Internet access is available at your local library branch.
- If you require assistance to apply online, please contact recruitment@citywindsor.ca or call (519) 255-6515.
- The City of Windsor strives to protect all personal information submitted via the internet in response to job postings. We will not ask you to provide your social insurance number or banking or other financial information. Sometimes things happen that are beyond our control. We cannot guarantee that data in our system is immune from unauthorized access. Please have this in mind when you decide to respond to job postings.

Note:

- **Only those applicants selected for an interview will be acknowledged**
- We offer a smoke-free and scent-safe office environment
- Personal information is collected under the authority of the Municipal Act, c. 25 as amended, and will be used to determine eligibility for employment.

In accordance with the Accessibility for Ontarians Act, 2005 and the Ontario Human Rights Code, the City of Windsor will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform the City of Windsor Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.