



UTILITIES MANAGER POSTING 2024/02

COUNTY OF WETASKIWIN

The County of Wetaskiwin, located in central Alberta on the Highway 2 corridor, offers a casual country setting with a diverse farming community. The County stretches from Bittern Lake on the east boundary to the Alder Flats area in the west. It is rich in natural attractions boasting several lakes, nestled in forested, hilly parkland settings and home to a variety of wildlife. The County is continually striving to enrich and improve its community and embracing the challenges of the future.

POSITION SUMMARY

The Manager of Utilities is responsible for managerial oversight of the Utilities Department which includes water treatment and distribution, wastewater treatment and collection, and solid waste collection services. The Manager is responsible for planning, organizing, coordinating, and directing work assignments, providing staff training and support, developing logistics and strategies to ensure efficient use of materials and resources. The Manager will also be responsible for developing capital and operating budgets.

The County is responsible for nine (9) Solid Waste Transfer Stations, six (6) Water Treatment Plants, six (6) Wastewater Systems, and the management and operation of two Regional Wastewater Commissions: Northeast Pigeon Lake Regional Services Commission and the South Pigeon Lake Regional Wastewater Commission.

REQUIREMENTS

- Preference given to candidates with Provincial Certification Level 1 or greater in Water Treatment, Water Distribution, Wastewater Treatment, Wastewater collection.
- Hold a Class 5 Driver's License.
- Five years of experience working within water and wastewater systems.
- Five years of relatable work experience in Solid Waste Management and Waste Recycling.
- Five years management or supervisory experience.
- Advanced proficiency with computer systems and software.
- General knowledge of municipal operations and legislation.
- Proficient with Microsoft Office and SCADA.
- Ability to interpret, develop, implement and adhere to organizational policies, procedures and safe work practices.
- Project management experience.
- The successful candidate will be required to provide a satisfactory Criminal Records Check and Driver's Abstract.
- Experience in GIS operations, ICS 200 and Asset ID software would be considered an asset.

RESPONSIBILITIES

- Leads and manages resources within the Utilities Department including staff, costs, equipment, contracts, and materials to deliver program services within the approved budget, operating policies, procedures, and applicable legislation.
- Oversees and provides management oversight to all functional areas of the Utility Department including infrastructure failure response, training, information technology, communication, building and equipment life cycle maintenance and replacement, pre-planning/inspections, and other duties as required.
- Examines and recommends efficiencies or changes to service delivery methods with the goal of improving service and aligning with industry established best practices.
- Coordinates and prepares reports and presentations to Council and other agencies as required.
- Provides active leadership and manages performance in a unionized environment.
- Assists in the development of the Utilities Department operating and capital budgets.
- Participates in the development of department strategic plans, goals, and objectives.
- Participates in Municipal Emergency Preparedness; familiar with the incident command structure (ICS).
- Liaise regional counterparts.
- Manage 9 transfer stations and garbage collection services within Hamlets.

WHAT WE OFFER

- Competitive Salary Grid.
- Comprehensive Benefits Plan including extended health care, health care spending account, dental plan, long-term disability coverage, and life insurance.
- Local Authorities Pension Plan (LAPP) with employer matching.
- Fun, respectful, helpful, encouraging, and friendly work environment with regular social events.

APPLY

Interested candidates are invited to apply with a cover letter and resume by email to bwolter@county10.ca or online at www.county.wetaskiwin.ab.ca/jobs.aspx. Please indicate "Utilities Manager Posting 2024/02" in the subject line of your email. **The position posting will close at 4:00 p.m. on Thursday, January 11, 2024.**

All applications are appreciated, however, only those candidates under consideration will be contacted directly. Please be advised that applications will be monitored daily, and interviews may be scheduled throughout the posting period.