



Township of Bonnechere Valley

EMPLOYMENT OPPORTUNITY

Manager - Water and Wastewater Department

Reporting to the Chief Administrative Officer, the Manager of the Water and Wastewater Department has the overall responsibility for the administration, staffing, operation and maintenance of the Village of Eganville's Water Treatment Plant (Class 2), Water Distribution System (Class 1), Wastewater Treatment Plant (Class 2), Wastewater Collection System (Class 2) and all related infrastructure.

Salary Range

- \$103,206 - \$121,418 plus comprehensive benefits and pension package

Qualifications and Responsibilities

- A minimum of five (5) years of progressive experience with Municipal Water and Wastewater Operations
- A minimum of two (2) years of supervisory and management experience is required.
- A Post- Secondary Education in environmental, chemistry or trades an asset
- Valid Driver's Licence
- Prepare and be accountable for the Department's annual budget
- Manage the requisitioning and purchasing of services, equipment and supplies in accordance with municipal purchasing policies.
- Manage employee issues such as hiring, disciplinary matters, performance evaluation, overtime approval, on-call scheduling.
- Prepare and submit reports to CAO, Council and Regulatory Authorities as required.
- Drinking Water and Wastewater Operator Certification to Facility levels or willingness to obtain.
- Undertake the responsibility as the designated "Overall Responsible Operator" (ORO) and when absent designate an alternate.
- Ability to operate and maintain all processes, equipment and materials associated with the treatment and distribution of water and the collection and treatment of wastewater in accordance with legislated requirements, QMS and industry standards.
- Respond to public inquiries and take appropriate action to resolve any issues.
- Excellent computer skills with working knowledge of MS Office, Asset Management (PSD Citywide), GIS and associated programs.
- Ensure that a Quality Management System is in place that meets the requirements of the Drinking Water Quality Management Standard (DWQMS).

Please email resume to Annette Gilchrist CAO at annetteg@eganville.com or by mail to Township of Bonnechere Valley P.O. Box 100, 49 Bonnechere St. E. Eganville ON K0J 1T0 by October 2 at 4pm.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act, 2001, as amended, and will be used for the purpose of candidate selection.

Accommodations of persons with disabilities are available for all parts of the recruitment and selection process. Applicants need to make their required accommodations known in advance.

Thank you for your interest, only applicants considered for an interview will be contacted.