



## Utilities Specialist

Surrounded by magnificent Rocky Mountain views, bountiful rolling hills and the splendid Sheep River Valley, Okotoks is a dynamic, fast growing community of 27,000+ that has been recognized for its innovation and commitment to sustainable development practices. Our vibrant and growing Town has many things to offer; shorter commutes, unique shopping and dining opportunities, a flourishing cultural community, abundant outdoor trails and parks, extensive recreational facilities, and inviting family oriented neighbourhoods. As an organization we are results oriented, value risk-taking and innovation, and consider teamwork an important component of our future success.

We have an exciting new career opportunity for an innovative, results oriented individual to join our Operations team and oversee our utilities contract. Reporting to the Infrastructure & Operations Director, the incumbent will use their strong contract management expertise to oversee all facets of the EPCOR contract including short & long term planning, budgeting, policy development and project management. This role is the key liaison between the Town and EPCOR. Primary responsibilities are to review and monitor all aspects of the EPCOR contract, assist the Director in establishing the short and long-term utility priorities and expectations for the EPCOR contract, and coordinate and participate in contract renewal negotiations, including gathering feedback from Town business centres and EPCOR staff to determine if there are any adjustments required. The incumbent will also assist the Director with a wide variety of special projects related to provision of public works for the Town of Okotoks.

The ideal candidate has a diploma/certification in water and wastewater operations, administration & management, plus 5 years directly related experience. Strong analytical, reporting, negotiation and contract/project management skills are required, as well as proficiency with Microsoft Office suite. Experience with business case analysis, and extensive knowledge of principles and practices of complex integrated utility systems ensure your success in this role. The successful candidate also possesses excellent organizational, communication and interpersonal skills, with a demonstrated ability to work with diverse individuals and the proven ability to deliver results.

Come and explore our vibrant, growth oriented career opportunities and discover a great community in which to work and live!

Interested applicants are invited to apply online at [www.okotoks.ca/careers](http://www.okotoks.ca/careers) by October 2, 2016. Favourable criminal record check will be required at time of hire.

*We thank all applicants for their interest. Only those receiving an interview will be contacted.*