



Surrounded by magnificent Rocky Mountain views, bountiful rolling hills and the splendid Sheep River Valley, Okotoks is a dynamic, fast growing community of 28,000+ 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.

Utilities Specialist - Infrastructure & Operations Division

We have an exciting career opportunity for an innovative, results oriented individual to join our team. Reporting to the Infrastructure & Operations Director, the incumbent will use their strong contract management expertise to successfully manage the EPCOR contract. As the Town liaison with EPCOR, the incumbent will ensure efficient & cost effective delivery of water & wastewater services, including design, budgeting and implementation of infrastructure projects. In consultation with the Director, develop long range financial, operational, maintenance & capital plans for utilities, including future replacement needs and reserve & financing requirements, and plans for fees & charges rates required to meet those needs. The incumbent will also assist the Director with a wide variety of 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 preparation, analysis, and extensive knowledge of principles and practices of complex integrated utility systems and environmental monitoring 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 by September 24, 2017. 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.