



*The City of Barrie is committed to providing excellence in municipal services for the 140,000+ citizens of this vibrant and prosperous community, one of the fastest growing and most beautiful lakefront cities in Ontario.*

## **NOTICE OF VACANCY**

### **SUPERVISOR OF TECHNICAL, STORMWATER AND RAIL OPERATIONS**

Roads, Parks and Fleet Department

**Position Overview:** Under the general guidance and direction of the Manager of Roads, Rail, and Stormwater Operations, the Supervisor of Technical, Stormwater and Rail Operations position is responsible for the supervision, operation, and administration of the Technical, Stormwater and Rail Operations Section within the Roads, Rail, and Stormwater Operations Branch of the Roads, Parks and Fleet Department. Specifically, this position develops; provides assistance during and/or oversees the implementation of; and monitors various Branch operational and maintenance programs, which involves supervising the development and administration of contracts and contracted services, to ensure the proper operation, maintenance, and/or repair of the City's road, stormwater, wastewater collection, and railway infrastructure and assets. Furthermore, this position develops; oversees the implementation of; and monitors short-term and long-term maintenance and asset management plans for road, stormwater, wastewater collection, and railway infrastructure and assets. Additionally, this position oversees the operational management and administration of various systems and software applications applicable to the Roads Operations Branch in support of the daily operational and maintenance activities of the Branch. Lastly, this position establishes, monitors, and assesses performance measures regarding Branch operational service levels, maintenance activities, and inspections to ensure effective and efficient operations; and develops and prepares reports regarding various Branch data to comply with annual performance measures and other reporting requirements. Overall, this position plays an integral role in preserving and enhancing the City of Barrie's road, stormwater, wastewater collection, and railway infrastructure and assets to ensure the City of Barrie maintains a safe, clean and suitable environment for its residents and visitors.

#### **Key Qualifications**

##### **Education (degree/diploma/certifications)**

- Three (3) College Diploma in Civil Engineering Technology or related discipline
- Certified Engineering Technologist (C.E.T.) Designation from the Ontario Association of Certified Engineering Technologists and Technicians (OACETT)

##### **Experience**

- Four (4) years of experience performing duties related to the above mentioned major responsibilities, including leadership and/or supervisory experience

##### **Knowledge/Skill/Ability**

- Working knowledge of the following legislation, regulations and/or requirements, including but not limited to the following:
  - Department of Fisheries and Oceans Act
  - Drainage Act
  - Electrical Safety Authority (ESA)
  - Environmental Compliance Approvals
  - Environmental Protection Act
  - Highway Traffic Act
    - Ontario Traffic Manual – Book 7 – Temporary Conditions
    - Commercial Vehicle Operator's Registration (CVOR)
  - International Organization for Standardization (ISO)
  - Lake Simcoe Protection Act
  - Municipal Act
    - Minimum Maintenance Standards (MMS)
  - Occupational Health and Safety Act
  - Ontario Water Resources Act
  - Railway Safety Act
  - Sanitary Sewage Collection System Policies and Design Guidelines (MOECC)
  - Storm Drainage and Storm Water Management Policies and Design Guidelines (MOECC)
  - Transportation of Dangerous Goods Act

- Working knowledge of municipal infrastructure and public works operations
- General knowledge of asset management principles and process re-design principles
- General knowledge of management principles, labour relations principles and collective agreement administration, and contemporary management practices
- Demonstrated ability to:
  - align section programs/services with branch, departmental, divisional and corporate goals, objectives and initiatives
  - build cohesive and motivated teams
  - maintain a high standard of public relations at all times
  - interact effectively and courteously with all levels of staff and contacts in a political and community/client service environment
  - conduct research and prepare reports
  - develop, promote and maintain effective relationships with internal and external stakeholders
  - effectively allocate budgets, time and human resources to support the achievement of section, branch, divisional and/or corporate goals and objectives
  - exercise discretion and judgment when handling confidential, sensitive, and/or controversial information
  - identify complex problems, develop and evaluate options, and implement solutions utilizing reason, judgment and prescribed resources
  - interpret and analyze data, identify challenges or opportunities, and make recommendations;
  - lead and inspire innovation and the adoption of best practices
  - lead staff in achieving objectives and encourages others to work in manner that will meet or exceed the desired objectives or results
  - lead, coach, mentor and support staff
  - monitor short-term goals of the section and adapt processes to ensure long-term branch, departmental, divisional and/or corporate goals and objectives are achieved
  - perform in a manner which is consistent with corporate goals, vision, mission, and values
  - present recommendations and make presentations to various stakeholders
  - promote a culture of learning and improve organizational competence by creating learning opportunities for staff
  - read and interpret plans, maps and infrastructure drawings
  - set priorities, meet deadlines and manage work demands
  - think and act strategically in a political and community service environment
- Intermediate organizational, time management, interpersonal, verbal communication, written communication, report writing, analytical, problem-solving, staff leadership and supervisory skills
- Intermediate computer literacy utilizing Microsoft Office Suite (Access, Excel, PowerPoint, Outlook and Word), computerized maintenance management systems, road weather information system software, route mapping software, GPS, GIS and the Internet
- Availability to assist with after-hours questions, concerns, and/or emergencies; to attend evening/weekend meetings or special events; and/or to work outside of designated normal hours per week

For full details regarding this position, please visit our website at [www.barrie.ca/JobOpps](http://www.barrie.ca/JobOpps).

Should you not meet the key educational qualifications for this position but have extensive directly related work experience, please see the City's Education Equivalency Procedure to determine if you may qualify for equivalency. Information is available at [www.barrie.ca/JobOpps](http://www.barrie.ca/JobOpps).

Due to certain market conditions, there may be circumstances where qualified candidates are not available to fill vacant positions. The Corporation, in these cases, may consider candidates who do not meet the minimum qualifications to fill the role in accordance with the Development Status Procedure. Applicants must include proof of educational status, licenses (no driver's licence), certification, etc., with their application.

**Please submit your resume electronically by quoting file #E-17-05 Supervisor of Technical, Stormwater and Rail Operations (MS Word format only; quote file number in subject line), by February 13, 2017 to: E-mail [hire.me@barrie.ca](mailto:hire.me@barrie.ca)**  
 Human Resources Department, City of Barrie, P.O. Box 400, Barrie, Ontario, L4M 4T5

The Corporation is seeking a friendly, personable, dedicated, enterprising and results-oriented leader. The City of Barrie provides a dynamic operating environment and working conditions. We thank all applicants and advise that only those to be interviewed will be contacted. Personal information is collected under the authority of the Municipal Act, S.O. 2001, c.25 and will be used to determine employment eligibility. Questions regarding collection should be directed to the Human Resources Department at 705-739-4202.