

Job Title: Project Manager II- Linear Systems

Halton Region is committed to fostering a diverse, inclusive, and equitable workplace that reflects the communities we serve. We value, welcome and respect the unique perspectives and contributions of all individuals. We encourage applications from Indigenous Peoples (First Nation, Métis, Inuit), Black and racialized persons, persons with disabilities, women, and members of the 2SLGBTQ+ community. Accommodations are available at any point upon request for candidates participating in the selection process.

If you are looking for a role where you can lead a team towards the delivery of municipal infrastructure projects for the residents of Halton, we want to hear from you. Over the next 10 years, the Region will be investing over \$5 billion in transportation, water and wastewater infrastructure. We are committed to delivering high quality infrastructure for the residents, businesses and visitors to Halton Region, and are looking for dedicated, forward thinking and enthusiastic individuals to join our Public Works team!

Posting ID: 3906

Department: Public Works

Division: Water & Wastewater System Services

Pay Range: \$88,790 - \$118,367

Job Type: Permanent

Hours of Work: 35 hours per week

Work Location: Woodlands Operation Centre, 1179 Bronte Road, Oakville

Employee Group: OCT

Posting Date: January 30, 2025

Application Deadline: February 13, 2025

Please be advised that the results of this competition may be used to fill subsequent vacancies of the same position within the next 18 months.

If you're enthusiastic about the opportunity to work with Halton Region but don't meet every qualification listed, we still encourage you to apply! This position may be eligible for an underfill opportunity for candidates who do not meet every qualification. We're always on the lookout for exceptional talent to join our team!

Job Summary

Looking for a high-performing individual who is detail oriented and is looking for an opportunity to thrive. Reporting to the Supervisor of Operations & Maintenance, the Project Manager will be responsible for providing administrative, operational and technical knowledge and assisting in the review of engineering drawings, legal agreements and regulatory compliance requirements.

Duties & Responsibilities

- Act as the representative for Linear/Stations Operations on all Capital Projects.
- Attend Design meetings and set up subsequent meetings to coordinate comments from Operations as well as the System Design and Performance group.
- Attend Construction meetings and coordinate Operations involvement in various stages of the project (i.e. Commissioning, Assumption, Training etc.).
- Take all steps reasonably necessary to ensure work is completed responsibly, in a safe and efficient manner in accordance with relevant regulations, standards, operations manuals and work instructions.
- Ensure that affected supervisory staff, including the Overall Responsible Operators (OROs) are consulted and/or informed as necessary.
- Recommend improvements to quality management systems, existing work instructions, practices, and program delivery.
- Promote a culture of continuous of improvement with respect to day-to-day coaching, operations practices, procedures and systems.
- Coordinate efforts and communicate with Water/Wastewater Stations, Water/Wastewater Linear Systems and Water/Wastewater Treatment Operations.

- Lead on select operational projects, procurements, etc. on behalf of the section.
- Ensure Asset Registries are update (SAP, Infor, GIS) at the completion of the project. Assets are expired as well as new assets created and added to PM plans.
- Participate in audits, inspections and other compliance or conformance driven tasks.
- Assist staff on regional standards, policies and procedures and appropriate responses to emergencies.
- Assist in the coordination of new equipment start-up and commissioning activities.
- Manage validations of new assets, bill of materials, etc. within SAP.
- Ensure compliance with codes, safety regulations, and quality standards.
- Cultivate and maintain effective relationships with various internal stakeholders such as Water & Wastewater Operations, System Design & Performance, and Engineering and Construction.

Skills & Qualifications

- Degree or diploma in Civil Engineering, Engineering Technology or a related field.
- Minimum of three to five years (3-5) of experience in project management focused on design and construction.
- Operational experience, familiarity with construction projects, and a strong understanding of water and wastewater linear and pumping stations.
- Experience in the review of engineering studies, design reports and technical contract drawings.
- Comprehensive understanding and knowledge of MOE regulations, legislation, guidelines, and safety issues as mandated under the Occupational Health and Safety Act and be capable of translating into operational recommendations and requirements.
- Strong project management, strategic planning, organizational, analytical, and problem-solving.
- The candidate must demonstrate excellent oral and written communication and negotiation skills to effectively interface with various partners.
- Effective time management and resource management skills are also necessary to ensure the timely completion of assignments.
- Experience with GIS, Infor, SAP, SCADA and Microsoft 365.
- A combination of education and experience will be considered.

Important information about your application:

- In accordance with requirements in Ontario Regulation 191/11 – Integrated Accessibility Standards and the Ontario Human Rights Code, Halton Region will accommodate the needs of individuals with disabilities throughout the recruitment process. If you require accommodation at any stage of the recruitment process, please inform the Talent Acquisition representative of the nature of the accommodation(s) you require.
- Please submit your application online. We will accommodate individual needs for applicants with disabilities and others who are not able to apply online. If you experience any issues with submitting your application, please contact HR Access at 905-825-6000 extension 7700.
- Applications will be accepted until 11:59 p.m. on the deadline date specified on the posting.
- We encourage applications from all qualified individuals; however, only those under consideration will be contacted.
- Personal information collected through the job application process will only be used for the purpose of determining qualifications for employment.
- If selected for an interview, you will be contacted by email and/or phone. Please ensure the contact information provided on your resume is up to date and that you check your email and voicemail regularly.

Halton Region serves more than 624,000 residents throughout Burlington, Halton Hills, Milton and Oakville. We are committed to the delivery of high quality programs and services that make Halton a great place to live and work. We engage great people who contribute to meaningful work that makes a positive difference in our community. At Halton, you are encouraged to grow and succeed in your career and are recognized for your accomplishments and contributions. As an employee, you will be part of a progressive, service focused and award winning employer with a diverse and inclusive work environment.

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