



**Position Title:** Supervisor, Operations Iona

**Position Status:** Full-Time Regular

**Department:** Liquid Waste Services

**Employee Group:** Exempt

**Location:** Iona Island Wastewater Treatment Plant, Richmond

Our Liquid Waste Services Department is seeking a Supervisor, Operations Iona who will provide supervision and direction to the Operations team to ensure that the wastewater plant operates safely and reliably resulting in effluent quality that meets or exceeds provincial and federal regulations. The Iona Island WWTP provides primary treatment for over 700,000 residents in Vancouver, the UBC Endowment Lands and parts of Burnaby and Richmond.

You are a self-motivated individual who possesses a high level of professionalism, thorough knowledge of wastewater treatment and effective oral and written communication skills. You have proven supervisory skills, along with strong organizational and administrative skills.

The Supervisor, Operations Iona reports to the Superintendent, Iona Island WWTP and falls within our Management / Leadership, Level 1 job family.

**This role:**

- Supervises the operations of a Metro Vancouver Wastewater Treatment Plant (WWTP). Reviews daily performance reports and based on lab or real time analysis, coordinates with staff to optimize processes as required. Contributes to analyzing ongoing problems or anomalies and works to ensure compliance with Provincial and Federal effluent discharge requirements. Prepares work schedules; proposes strategies to effectively use and manage staff resources and prepares operating procedures for the plant.
- Monitors and controls spending ensuring the effective and efficient expenditure of allocated funds within the approved budget. Contributes to budget preparation and planning. Prepares business cases for improvements, issues or opportunities outside of budget.
- Performs a lead role in monitoring performance objectives and consults various resources including quality control, laboratory, maintenance and engineering to address issues and reduce the risk of non-compliance with regulations. Gathers information, reviews, approves, implements and/or makes recommendations for solutions. Prepares a variety of reports and other material including operating procedures and policies.

- Prioritizes, schedules and coordinates work in conjunction with maintenance staff. Analyzes operational impacts of equipment outages and works to ensure minimal interruptions to operational activities. Meets regularly with the Maintenance Supervisor to review equipment states, service needs and major projects.
- Works with engineers on expansions, upgrades and process optimization projects. Reviews proposals, technical memos and designs and ensures operational considerations are appropriately represented. May manage small projects for minor equipment replacements and upgrades liaising with engineers and consultants through design, construction and commissioning.
- Hires, supervises, directs and develops staff, monitoring performance towards division, department, and corporate objectives; ensures staff adhere to corporate workplace conduct and purchasing policies. Schedules and assigns work and ensures the collective agreement is adhered to. Leads and coaches staff recognizing the importance of technical and safety training.
- Performs a leadership role in the WWTP's Joint Occupational Health and Safety Committee. Ensures safe work procedures are integrated in the work routines of staff and conducts regular safety meetings and inspections. Continuously monitors work practices correcting issues as they arise; prepares written safe work and emergency procedures; and ensures lock out and confined space entry procedures are implemented as required.
- Coordinates the efficient and effective operation of the WWTP. Encourages employee involvement in decision making and provides constructive and motivating feedback to staff.
- Performs other related duties as required.

**To be successful, you have:**

- 3 years recent, related experience supplemented by a university degree or diploma in the field of wastewater treatment, or a relevant discipline such as water engineering/chemical/environmental technology and EOCP Class IV WWTP Operators certification (OR a Class III certification with progression to Class IV within a set time frame); or an equivalent combination of training and experience.
- British Columbia Boiler Operator 5<sup>th</sup> Class certification or higher is preferred.
- Complete understanding and knowledge of WWTP operations for a large scale municipal or regional service provider such as Metro Vancouver. Demonstrated knowledge of primary and secondary treatment processes, solids treatment and odour control. Knowledge of the Provincial Operating Certificate requirements, Canadian Effluent regulations, Municipal Wastewater Regulation and Provincial Organic Matter Recycling regulation.
- Knowledge and understanding of mechanical, electrical, instrumentation and automation and systems used in wastewater treatment processes. Sound knowledge of the relevant regulatory considerations such as Provincial and Federal effluent discharge requirements and other matters affecting compliance with the WWTP's operating certificate.
- Ability to work within established budgetary and financial objectives and possesses sound basic budgeting and accounting skills. Ability to monitor operating budgets ensuring the effective and efficient expenditure of allocated funds; ability to assist with budget planning and preparation.
- Demonstrated supervisory skills including the ability to understand and consistently apply and explain collective agreement language and corporate policies; ability to organize, direct and supervise the work of others in a team environment; skill in training and coaching staff to achieve goals and objectives.
- Sound knowledge of the occupational hazards, safety precautions and regulations relevant to WWTP operations and maintenance. Ability to train staff in safe work procedures, identify and address non-conforming behaviour.
- Ability to use judgment to resolve problems by adapting or applying procedures to address issues and problem situations. Demonstrates persistence in overcoming obstacles.

- Sound written and oral communication skills. Ability to provide clear direction to crews and coordinate activities and necessary communications for a variety of situations including emergencies. Ability to write standard business correspondence such as letters and memos. Demonstrates tact and professionalism.
- Demonstrated ability to establish and maintain effective working relationships with internal and external contacts. Demonstrated initiative and proven ability to work cooperatively with others; ability to effectively deal with disagreements to prevent the escalation of conflict.
- Ability to adapt to rotating shift work and/or be available for standby duty as required; ability to respond to after-hours emergencies and other urgent issues as required.
- Proficiency in using computer systems including using Microsoft office programs.
- Valid BC Class 5 Driver's License.

**Our Vision:**

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

We are committed to diversity, equity and inclusion and being representative of the region we serve. We invite all qualified candidates to apply including Indigenous People, visible minorities, immigrants, LGBTQ2S+, all genders and persons with disabilities.

Metro Vancouver requires all new hires to be fully vaccinated against COVID-19 (subject to any exemptions and accommodations) and provide proof of vaccination upon hire. *Please follow this link <http://www.metrovancouver.org/about/careers/> to our Careers page where you can submit your application by May 10, 2022.*