



Manager, Maintenance (Permanent)
Environmental Services Department
Exempt

GENERAL DESCRIPTION:

The Manager, Maintenance is responsible for the overall process maintenance planning and work execution of the Municipalities' critical wastewater and water treatment infrastructure. This involves developing and implementing maintenance strategies, process equipment asset management strategies, planning preventative maintenance initiatives, process control system life cycle maintenance strategies (i.e. SCADA, Graphical interfaces, Servers), and projects in all areas of process maintenance. The manager also leads the Asset Management Program, sets work priorities, and with the branch's supervisors, ensures the efficient and effective execution of maintenance work through its trades staff (mechanical, electrical, and instrumentation streams). Primary responsibilities of this position include:

Program Management: Using a collaborative management approach, responsible and accountable for all aspects of overall program delivery. Manages through direct involvement in daily operations, budgeting, and strategic planning of the overall design and deployment of all projects and initiatives. Prioritizes projects and maintenance initiatives and work requests in collaboration with Operations. Mentors, coaches, and provides support to staff in the implementation of maintenance and asset management strategies.

Implementation and Strategies: Responsible for the development and implementation of process equipment life cycle, asset management and preventative maintenance strategies and activities. Develop management plans through the effective use of departmental strategies, tools, and guidelines based on industry best practices in formulating work plans. Adherence to all legislative and regulatory bodies to be incorporated in the decision-making process for managing all Process related systems and/or equipment. Analyzes program effectiveness and develops and implements a continuous improvement model incorporating key performance indicators.

Leadership: Takes a lead role in developing and implementing innovative and practical approaches to department initiatives to ensure all employees are working proficiently and effectively in a productive environment. Recruits, trains, and mentors staff. Leads staff in the delivery of advice, recommendations, and decision support.

Departmental Management: Assists the Director of Environmental Services with overall program service delivery. Provides input to department business plans, initiatives, and budget to ensure continuous improvement of department goals. Takes the lead role in developing and implementing practical approaches to program deliverables to ensure the programs are working proficiently and effectively in a harmonized productive environment. Collaboratively reconciles conflicts that may arise. Provides guidance in the delivery of advice, recommendations, and decision support. Guides administrative and technical work involving negotiations, contract management, coordination and administration. Manages client relations to ensure commitments are met and provides services are enhanced. Ensures all programs are developed according to legislation, industry standards, and best practices.

SKILLS REQUIREMENTS:

- Strong team player with a collaborative style.
- Above average project management, contract management, investigative, negotiation, and facilitation skills.
- Proficient in various software applications, such as SAP, Microsoft Office, and Computerized Maintenance Management System platforms.
- Sound and practical judgement, using independent and evidence-based decision making.
- Considerable knowledge of maintenance, construction methods, practices, materials, supplies, equipment/labour requirements, and work execution in a process facility.

- Solid understanding of the operations of a process related facility, with a demonstrated ability to assess and manage risks.
- Highly developed analytical, critical thinking, and communication skills, with political awareness and sensitivity, as well as a demonstrated ability to assess situations from a business perspective.
- Ability to establish and maintain effective working relationships with managers, employees, leaders, and external contacts; interacts in a manner that builds trust, credibility, and rapport.
- Strong leadership, interpersonal, and conflict resolution skills.
- Ability to empower people, and use innovative approaches in situations involving rapid change, shifting priorities, and/or simultaneous demands.

EDUCATION:

- Degree in Business Administration or Construction Administration is required.
- Certified Journeyman Millwright, Electrician, Welder, Steamfitter, Plumber/Gasfitter, or other related field is an asset.
- Completed courses in maintenance or asset management planning are required.
- A Maintenance Management Professional (MMP) or Certified Asset Management Professional (CAMP) designation from the Plant Engineering and Maintenance Association of Canada (PEMAC) is preferred.
- Completed construction administration and/or project management courses are an asset.
- An equivalent combination of education and work experience may be considered.

EXPERIENCE:

- Ten (10) years of progressive experience in a related industrialized maintenance setting, such as a modern water or wastewater treatment facility, or ten (10) years of progressive experience in process maintenance and/or process operations in an industrial or continuous process maintenance environment.
- Five (5) years of experience in a leadership/supervisory capacity is required.
- Experience working in a public sector environment with unionized and non-unionized employees considered an asset.

OTHER REQUIREMENTS:

- Ability to provide a Criminal Record Check for review and acceptance.
- A valid Class Five (5) Operator's Licence is required as incumbent will be required to operate a personal or municipal vehicle for business use on a regular basis.
- Must be willing to work outside in all conditions.
- Immunizations are strongly recommended for work in unsanitary conditions.

SAFETY:

As an employee of the Regional Municipality of Wood Buffalo, the incumbent is responsible and accountable for knowing and working in accordance with the Health and Safety Directive. As per section 2 of the Occupational Health and Safety Act, the incumbent shall ensure while in the employ of the Regional Municipality of Wood Buffalo the health and safety of employees, contractors, and the public.

This position is employed in a supervisory capacity. As such the employee is required to obtain additional safety training in accordance with municipal procedures and directives.

Requisition ID: 802

Affiliation: Exempt

Position Type: Permanent Full Time

Number of Openings: 1

Bi-weekly Working Hours: 70 hours bi-weekly

Department/ Branch: Environmental Services, Maintenance

Job Location: Fort McMurray

Salary Range: Competitive Salary

COLA: Bi-Weekly - \$480

Closing Date (dd/mm/yyyy): 15/05/2022

Posting Type: Internal and External

**To apply: Please visit our website at www.rmwb.ca
We appreciate the interest of all applicants; however, only those individuals
selected for interviews will be contacted. Late applications will not be accepted.**