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Position Title: Supervisor, Communications Systems

Position Status: Full-Time Regular

Department: Water Services

Employee Group: Exempt

Location: Lake City Operations Centre, Burnaby

Salary Range/ Wage Rate: Management / Leadership, Level M1 (\$113,977.62 - \$134,055.72 annually)

Our Water Services Department is seeking a Supervisor, Communications Systems who will lead the day to day operation and maintenance of the department's highly integrated SCADA Systems and industrial communications networks at our Water Services facilities across the region.

You are: An excellent communicator with superior leadership and technical skills associated with SCADA Systems and industrial communication networks.

The Supervisor, Communications Systems reports to the Program Manager, Operational Technology.

This role:

- Supervises the operation, maintenance and enhancement of the communication networks associated with Supervisory Control and Data Acquisition (SCADA), Industrial Control Systems (ICS), Critical Infrastructure Protection (CIP), and voice radio communication systems used to operate and monitor the region's water transmission, treatment and wastewater collections systems. Works to optimize service life and reliability of facilities and equipment and provides direction to staff in the implementation, maintenance and operation of these systems.
- Monitors and controls spending ensuring the effective and efficient expenditure of allocated funds within the approved budget. Contributes to budget preparation and planning. Assigns and prioritizes work, prepares work schedules and plans and proposes strategies to effectively use resources. Prepares business cases for issues or opportunities outside of budget requiring immediate attention.
- Ensures communication systems are reliable and continuously available. Monitors, analyzes and reports on system performance making prompt decisions for corrective measures as required. Coordinates and oversees corrective and preventative maintenance and improvement projects for a variety of communication infrastructure including wired and wireless communication networks, Remote Telemetry Units (RTUs) and Human-Machine Interfaces (HMIs). Ensures adherence to work plans, schedules and budgets.

- Contributes to developing standards, policies and procedures for security and network management, program configuration, RTU and HMI logic. Participates in the ongoing evaluation of the SCADA/ICS and communications network and voice radio systems design, maintenance, project work practices, methods and methodologies. Manages, maintains and prepares a variety of records and reference materials for equipment including asset record sheets, program listings, maintenance logs, trouble reports, training and operation manuals, drawings and software licensing.
- Coordinates with the Program Manager (Operational Technology) to procure necessary materials, equipment and support services. Contributes to implementing new facilities and SCADA/ICS and communications systems projects; coordinates and delivers assigned project work and performs commissioning duties in collaboration with other staff.
- Hires, supervises, directs and develops staff, monitoring performance towards division, department, and corporate objectives; ensures staff adhere to corporate workplace conduct and purchasing policies. Ensures work is completed in accordance with CIP security standards, departmental and corporate standards, policies and procedures. Leads, coaches, and develops staff recognizing the importance of technical and safety training.
- Ensures safe work procedures are integrated in the work routines of staff and conducts safety meetings as required. Continually monitors work practices in the field noting and addressing safety issues as they occur. Prepares written safe work procedures and ensures lock out and confined space entry procedures are implemented as required. Assesses compliance with safety standards for matters such as radio frequency emissions, radio antenna selection and mast structure.
- Works as a team leader, facilitator and consensus builder. 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:

- Three years recent, related experience supplemented by a university degree or diploma in a relevant discipline such as electrical engineering (telecommunications option) or engineering technology (automation and instrumentation or telecommunications option); or an equivalent combination of education and experience.
- Membership or eligibility for immediate membership as a registered Professional Engineer (P.Eng.) with the Engineers and Geoscientists of British Columbia (EGBC) or as an Applied Science Technologist (AScT) with Applied Science Technologists and Technicians of BC (ASTTBC)
- Complete understanding and knowledge of maintenance practices including planning and scheduling, equipment reliability assessments and predictive maintenance techniques. Complete knowledge related to utility voice and data radio (VHF, UHF, 900MHz and Microwave) systems, SCADA systems, RTUs, HMIs and process control systems. Complete knowledge of digital, analogue, Ethernet network and Radio Frequency (RF) test equipment; PC-based configuration and testing software; relevant computer application software; and various operating systems.
- Demonstrated knowledge of CIP security standards and the Canadian Electrical Code. Strong electrical/instrumentation/controls and communication systems aptitude including the ability to troubleshoot a variety of issues and lead staff in the use of a wide variety of equipment and technologies.
- Ability to work within established budgetary and financial objectives and possesses sound basic budgeting and accounting skills. Ability to monitor budgets ensuring the effective and efficient expenditure of allocated funds within the approved budget; ability to assist with budget planning and preparation and estimate costs and time required for internal work requests.
- Demonstrated supervisory skills including the ability to understand and consistently apply and explain collective agreements 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 occupational

hazards, safety precautions and regulations relevant to work. Demonstrated ability to lead and train staff in safe work procedures.

- 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 in urgent situations and make prompt and sound decisions; tactfully responds to inquiries and complaints. Ability to write standard business correspondence such as letters and memos.
- 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.
- Proficiency using Microsoft office programs, including Word, Excel, and Outlook.
- 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.

At Metro Vancouver, we are committed to cultivating a diverse, safe, equitable, and inclusive work environment for all. We strive to attract and retain a talented, diverse workforce that is reflective of the region we serve. If an accommodation is required during the recruitment and selection process, please contact careers@metrovancover.org for support. Learn more about our commitments to diversity, equity, and inclusion [here](#).

Please follow this link <https://metrovancover.org/about-us/careers> to our Careers page where you can submit your application by May 31, 2024.