



City of Dawson Creek – Utilities Manager

POSTING DATE:	July 26, 2024
CLOSING DATE:	August 11, 2024
SALARY:	\$107,800
COMPETITION NO.:	2024-50
HOURS OF WORK:	40 hours per week

The Utilities Manager for the City of Dawson Creek will oversee the planning, operation, and maintenance of the City's utility systems.

The Opportunity: The Utilities Manager is responsible for the operation of the Utilities Department for the City of Dawson Creek. We are seeking a highly skilled, energetic, motivated, and outgoing individual to oversee the planning, operation, and maintenance of the utility systems within our City. The Utilities Manager will be responsible for ensuring treatment and delivery of water, collection and treatment of wastewater, and protection of the environment as it relates to these services, ensuring compliance with regulatory standards, and implementing sustainable practices.

Key work areas include:

- Oversees the Senior Operator, Environmental Technician and Coordinator, Water Treatment Plant Operators, and Electrician & Instrumentation Technician. Schedule, organize, and prioritize work, including preventative maintenance programs, capital and operational projects, and repairs.
- Manage the operation and maintenance of water and wastewater supply systems, including the watershed, water treatment plant, water distribution, wastewater collection, and wastewater treatment facilities.
- Collaborate with Public Works Manager, IT Manager, Capital Project Manager, and other department heads in developing and controlling annual budgets and future equipment purchases.
- Develop, revise, and maintain various City reports and plans, including the Annual Drinking Water Quality report, Ministry of Environment compliance reports, and Safety and Emergency Response Plans.
- Manage the City's SCADA system and maintain its infrastructure in collaboration with the IT Manager and IT Senior Technician.

Requirements:

- A diploma in the Water Resource Engineering field, or Civil Engineering and a minimum of 5 years' experience working in water and wastewater facilities.
- Experience in managing large \$200k+ capital projects and working with multi-disciplinary teams.
- Skilled in writing technical reports, general correspondence and experience in writing reports to a governing body. Ability to write effectively to a non-technical audience.
- Strong analytical, problem solving and decision-making skills.

This position comes with a competitive benefit package.

Candidates should submit a résumé by emailing a PDF or Word document to resumes@dawsoncreek.ca, with the **job posting name and number in the subject line**, by 11:59 pm on the closing date referenced above. The City thanks all applicants for their interest; however, only those selected for an interview will be contacted.

The City of Dawson Creek is committed to accommodating persons with disabilities whenever reasonably possible during the selection and employment process. You must be legally entitled to work for any employer in Canada to be eligible for this position. By applying for this position, you are giving permission for the City to contact your previous employers and references.