



FULL-TIME MANAGER OF ENVIRONMENTAL SERVICES
COMPETITION NO.: PWE-2024-21



Posting Date:	August 7, 2024	Closing Date:	August 23, 2024
Department:	Environmental Services	Hours per Week:	40 hours per week
Benefits Entitlement:	Yes	Pension Entitlement:	Yes – Employer Matched Contributions
Salary Level 210:	\$116,702 - \$145,878 (2024)	Union:	Non-Union

Position Summary

Under the direction of the Director of Public Works and Environmental Services, the Manager of Environmental Services will be responsible for managing and co-ordination of the collection and disposal of waste and recycling, water/sewer treatment, distribution and collection as well as all other environmental programs for the City of Timmins

Duties

- To ensure environmental compliance in all departments is being completed
- Lead all interactions between operations and various Government agencies (MECP, MNRF, etc.)
- Manage and oversee the workload of the Departmental Supervisors, staff within Environmental Services, and promote a Health and Safety culture in the work place.
- Reviewer and Secondary contact on the cities drinking water quality management system (DWQMS)
- Back up Risk Management Official
- Review and comment on the annual reporting for the Water Filtration Plant, Water Pollution Control Plant, Airport and Municipal Landfills
- Provide leadership and technical expertise, and work collaboratively with other departments
- Remain current in relevant matters, including legislation, regulations, practices and procedures
- Provide direction and guidance in any emergency situations (i.e. water main breaks, boil water advisories, water restrictions, etc.)
- Manage and co-ordinate capital projects
- Responsible for all labour relation activities including grievances and contract negotiations
- Responsible for managing complaints and addressing issues in a timely manner
- Manage the workforce including hiring, performance appraisals, terminations, corrective actions and vacation approvals
- Responsible for the development of strategic short-term and long-term planning
- Oversee Environmental Programs lead by the Environmental Co-ordinator (i.e. climate adaptation, greenhouse gas reduction, energy conservation, co-digestion)
- Ability to work outside normal business hours and respond to emergencies “after hours” as required, and participate in a weekend on call rotation
- Perform other duties as required

Qualifications

- Three (3) years of Community College in Civil or Environmental Technologist or suitable equivalent
- MOECC Certification as a Risk Management Official is an asset
- Licensing or certifications in Water Distribution, Water Treatment, Waste Water Collection, or Waste Water Treatment at any level would be considered an asset.
- Knowledge of applicable legislation policies and regulations including the Occupational Health & Safety Act, the Ontario Safe Drinking Water Act, and the Environmental Protection Act.
- Knowledge of the (DWQMS) Drinking Water Quality Management System
- Strong and effective report writing and project management skills (oral and written), with the ability to effectively communicate at all levels of the organization; coupled with extremely effective negotiation, facilitation and conflict resolution skills
- Ability to present to council and media
- Proficiency with computer software such as MS Office, Microsoft Projects, SCADA, and related operations programs
- Valid Class ‘G’ license
- Current and Clear Criminal Record Check

How to Apply

To apply for this position, applications must be received by the Human Resources Department no later than **4:00 pm** on the closing date of **August 23, 2024.**

Via Email human_resources@timmins.ca

The City of Timmins is committed to providing a safe and supportive workplace where diversity, equity and inclusion are at the core of how we conduct business. As part of this commitment, we will ensure that persons with disabilities are provided reasonable accommodations throughout the recruitment and selection process, in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act. We thank all applicants for their interest; however, only candidates under consideration will be contacted.

www.timmins.ca
www.movetotimmins.ca
[\(705\) 264-1331](tel:7052641331)