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**Position Title:** Supervisor, Operations Wastewater Treatment Plant (Exempt)

**Position Status:** Full-Time Regular

**Department:** Liquid Waste Services

**Employee Group:** Exempt

**Location:** Annacis Wastewater Treatment Plant, Delta

**Salary Range/ Wage Rate:** Management / Leadership, Level M2 (\$126,604.70 - \$148,999.50 annually)

**Our Liquid Waste Services Department is seeking a Supervisor, Operations Wastewater Treatment Plant who will oversee operations and safety focused activities; leading a team of operational professionals at the Annacis Island Wastewater Treatment Plant to meet regulatory requirements.**

**You are:** A self-motivated individual who possesses a high level of professionalism, thorough knowledge of wastewater treatment with effective oral and written communication skills. You have proven supervisory expertise, along with strong organizational and administrative skills. You have a strong focus on safety, operational performance and the ability to work collaboratively with multi-disciplinary teams.

**The Supervisor, Operations Wastewater Treatment Plant reports to the Superintendent, Annacis Wastewater Treatment Plant.**

**This role:**

- Manages the operations of a Metro Vancouver Wastewater Treatment Plant (WWTP). Reviews daily performance reports based on laboratory and real time data, coordinates with staff to optimize processes as required. Contributes to analyzing ongoing problems or anomalies and works to ensure compliance with Provincial and Federal regulations.
- Accountable for budget preparation, reporting and resource allocation; monitors and controls spending ensuring the effective and efficient expenditure of allocated funds within the approved budget. Contributes to short and long term planning; prepares work schedules; proposes strategies to effectively use resources; and prepares business cases for improvements, issues or opportunities.
- 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 reports and other material such as operating procedures.

- 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 adherence to corporate policies and collective agreements. Leads, coaches and develops staff recognizing the importance of technical and safety training. Contributes to the development and implementation of succession plans for staff. Oversees the work of consultants.
- Performs a leadership role in the Joint Health and Safety Committee(s). Ensures safe work procedures are integrated in the work routines of staff and conducts regular safety meetings and inspections. Continuously monitors work practices and safety metrics, noting and correcting issues as they arise. Prepares written safe work and emergency procedures and ensures lockout and confined space entry procedures are implemented as required. Uses the corporate Incident Reporting and Investigation System (IRIS) and may perform a lead role in conducting safety investigations and resolve issues related to safety.
- Coordinates the efficient and effective operation of the WWTP. Encourages employee involvement in decision making and provides constructive and motivating feedback to staff. Keeps current with emerging technologies and trends and ensures work is performed in accordance with current best practices.
- Oversees the emergency stand-by schedule to provide emergency coverage. May be required to attend to after hour emergencies, participate in standby duties as required, and provide and support emergency response.
- Ensures teams are aware and are following appropriate Federal and Provincial regulations and Corporate Policies. Contributes to the preparation of reports to regulatory authorities.
- Performs other related duties as required.

**To be successful, you have:**

- 5 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; or an equivalent combination of training and experience.
- British Columbia EOCB Class IV WWTP Operators certification (OR a Class III certification with progression to Class IV within a set time frame).
- British Columbia Boiler Operator or higher level certification is required.
- Sound knowledge of wastewater treatment operations for a large scale municipal or regional service provider such as Metro Vancouver. Demonstrated knowledge of treatment processes, solids treatment and odour control.

- 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 wastewater operating certificate.
- Ability to manage and monitor budgets ensuring the effective and efficient expenditure of allocated funds within the approved budget. Sound business casing and efficiency review skills. Ability to create and monitor budget for work teams, meet financial objectives and manage contracts with service providers and contractors.
- 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 wastewater operations and maintenance. Ability to train staff in safe work procedures, identify and address non-conforming behaviour.
- Ability to use judgment to resolve complex problems with considerable impacts effectively and efficiently. Acts as a resource to staff for advice and guidance on potential approaches 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.
- Strong interpersonal skills and 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 build relationships with direct reports and devise systems to monitor performance for staff in multiple worksites.
- Ability to respond to after-hours emergencies and other urgent issues as required.
- Proficiency using ICS system and 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.

Metro Vancouver employees proudly serve the region and demonstrate the behaviours and attributes of six leadership competencies: Accountability, Adaptability, Building and Nurturing Relationships, Communication, Continuous Learning, and Strategic Thinking and Action.

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](mailto:careers@metrovancover.org) for support. Learn more about our commitments to diversity, equity, and inclusion [here](#).

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*Please follow this link <https://metrovancover.org/about-us/careers> to our Careers page where you can submit your application by March 26, 2025.*