

DEPARTMENT:	Engineering Operations	STATUS:	Full Time
NO. OF POSITIONS:	One	UNION:	Exempt
HOURS OF WORK:	40 hours per week	SALARY:	\$115,292 - \$127,084 annually + comprehensive benefits package

The City of New Westminster has an exciting opportunity for a dynamic, customer service and safety-focused individual to join our Engineering Operations leadership team. Reporting to the Section Manager, Engineering Operations, the Superintendent, Water & Wastewater will supervise and coordinate the daily operations related to services provided by the section.

Responsibilities include:

- Plans and supervises the installation, repair, cleaning and maintenance of the City’s water system, sanitary sewer, and storm sewer and drainage services.
- Continually improves operational efficiency, as well as develops and maintains procedures pertaining to the day-to-day operations.
- Estimates and schedules third party work for new construction, existing residents, apartments and businesses.
- Coordinates and supervises external contractors to provide services such as manhole rehab, sewer service replacement, and catch basin replacement.
- Prepares budgets, purchases supplies and equipment, opens and closes work orders, approves and codes timesheets and invoices, and maintains various reports and records.
- Liaises with a variety of external regional and provincial agencies; and with a variety of City departments, providing interpretation, guidance and feedback.
- Investigates and responds to internal and external requests for information, public concerns and complaints, compliance, service issues, disputes and concerns. Responds to after hour calls.
- Supervises a team of staff, including training, coaching, assigning work and maintaining work flow, reviewing staffing levels, scheduling and timekeeping, performance management, labour relations, workplace safety, and employee development.
- Responsible for report preparation, accounts payable and financial and budgeting processes related to the areas of accountability, as well as purchasing of equipment and supplies.
- Schedules and supervises truck drivers and equipment operators from other branches or departments.
- Provides support to emergency management through EMO and Operations team.
- Performs related duties in keeping with the purpose and accountabilities of the position.

Key education, experience and skill requirements include:

- Completion of Grade 12, supplemented by related technical courses plus considerable experience in the water and/or wastewater field at a superintendent/supervisory level in a unionized environment. An equivalent combination of education and experience as acceptable to the employer may be considered.
- Level 2 EOCPC Certification in Water Distribution.
- Post-secondary education in a related discipline and previous municipal experience are considered assets.
- Strong knowledge of the practices and techniques for maintenance and construction of water, sewer and drainage systems.
- Knowledge of the materials, tools and equipment used in the applicable engineering operations.
- Thorough knowledge of the relevant regulations, policies, bylaws, procedures, and safety methods related to the work within a municipal setting and including WorkSafe BC requirements and legislation.
- Excellent people management and leadership skills.
- Demonstrated project management skills to coordinate the provision of resources across a variety of services.
- Effective problem-solving and decision-making skills to determine appropriate resource allocation.
- Demonstrated communication and interpersonal skills to maintain effective working relationships with internal and external contacts.
- Strong conflict resolution skills and the ability to deal tactfully and efficiently with various stakeholders.
- Proficiency in computer applications such as SCADA, CityWorks, Kronos, Tempest, JD Edwards and MS Office Suite.
- Valid B.C. Drivers license with a clean driving record.

Apply online with your resume and cover letter in one document at www.newwestcity.ca/employment by April 20, 2025

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

New Westminster is on the unceded and unsurrendered land of the Halq'eméylem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land. We are learning and building relationships with the people whose lands we are on.

We thank all applicants for their interest and advise that only those selected for an interview will be contacted.

This position is only open to those legally entitled to work in Canada.