



Shape a place  
where people  
want to be

**Position Title:** Division Manager, Engineering, Design and Construction – WWTP

**Position Status:** Full-Time Regular

**Department:** Liquid Waste Services

**Employee Group:** Exempt

**Location:** 4515 Central Boulevard, Burnaby

**Salary Range/ Wage Rate:** Management / Leadership, Level 4A (\$161,794.85 - \$190,355.78 annually) (2024 wage rates)

**Our Liquid Waste Services Department is seeking a Division Manager, Engineering, Design and Construction (EDC) – WWTP who will lead a team of engineers as we protect public health and the environment through the delivery of a portfolio of WWTP projects.**

**You are someone who cares deeply about people, and will provide a supportive environment to your teams, and develop and support their leaders. You draw on your technical strengths in designing and building large and complicated municipal infrastructure such as pump stations, odour control facilities, backup power systems and treatment works, as well as your experience in leading others to doing the same. You will be able to take pride in your work, knowing that you made a difference.**

**The Division Manager, Engineering, Design and Construction – WWTP reports to the Director.**

**This role:**

- Protects public health and the environment by leading a division of engineering and technical staff responsible for the delivery of a range of capital and operating projects for Metro Vancouver’s wastewater treatment plant (WWTP) infrastructure including new facilities, replacements and upgrades to existing systems and equipment.
- Creates an environment to allow different project teams, end users and other divisions to work collaboratively in pursuit of common goals. Resolves conflicting issues by empowering staff to lead, and steps in when required to address escalated issues. Provides a strategic perspective on the portfolio of capital and operating projects, considering future and adjacent work. Adapts work plans to suit changing requirements, including prioritizing different portfolio elements.
- Accountable for the preparation and reporting of the Division’s operating budget and the budget for the portfolio of projects, and ensures the appropriate allocation of resources within the approved budget. Monitors and controls spending and ensures effective and efficient expenditure of allocated funds. Contributes to the

preparation of long range financial plans. Develops and implements strategic initiatives and guides staff on cost control.

- Supports and oversees the investigation and adoption of relevant state-of-the-art practices and technologies as appropriate and oversees the delivery of projects ensuring Metro Vancouver's sewerage and drainage infrastructure operates effectively and efficiently. Ensures systems are in place to coordinate adjacent projects. Ensures availability of dependencies and resources to support the effective delivery of projects.
- May oversee scoping documents at the outset of projects to ensure relevant details and requirements are adequately captured. Provides general oversight of work to ensure technical standards, corporate and department policies and procedures are followed. Ensures systems are in place to ensure that approvals, permits and authorizations have been obtained and relevant stakeholders have been adequately consulted.
- Provides guidance on the preparation and interpretation of contracts and technical specifications. Resolves problems that escalate in the delivery of capital and operating projects and addresses legal, technical, financial, public relations, and contractual considerations. Provides progress reports to senior managers and political committees. Reviews and approves recommendations, reports, technical memos and drawings. Writes and presents reports to various audiences, including political committees. Develops and makes presentations to various audiences.
- Responsible for supervising, directing and motivating team leaders and monitors performance towards division, department and corporate objectives. Ensures staff adhere to corporate and board policies and work within existing policies and procedures. Develops new systems, policies and procedures for divisional activities.
- Leads, coaches, mentors and develops staff recognizing the importance of leadership, supervisory and technical training; develops and sustains a flexible workforce encouraging staff to pursue opportunities that complement their skills and experience.
- Leads the implementation of strategic initiatives and ensures the division's activities are consistent with the organization's values and goals. Provides leadership to address critical and complex project emergencies; coordinates staff and makes decisions about how to best move forward.
- Liaises with other divisions, departments, external agencies, regulators, municipalities and the public on various issues affecting the division's work; partners with consultants and technical associations to further objectives. Ensures adequate engagement and communication in early project stages to incorporate relevant operating and maintenance considerations and to garner support and resources to complete work.
- Provides advice and guidance on approach and problem situations to others within Metro Vancouver and on behalf of the organization to contacts external to the organization; represents the organization to the media, elected officials, and the public as required.
- Performs other related duties as required.

**To be successful, you have:**

- Bachelor's of Applied Science Degree in Electrical, Environmental, Mechanical, Civil or Chemical Engineering. 10 years of recent, related progressive experience; or an equivalent combination of training and experience.
- Membership or eligibility for immediate membership as a registered Professional Engineer (P.Eng) with the Association of Professional Engineers and Geoscientists of British Columbia.

- Extensive technical expertise in the design, construction and project commissioning for WWTP infrastructure including new facilities, replacements or upgrades to existing systems and equipment or similar. Understanding of the regulatory requirements affecting the design and construction of Metro Vancouver's WWTP infrastructure.
- Excellent budgeting and financial management skills. Demonstrated ability to manage and monitor budgets, meet financial objectives and ensure the effective and efficient expenditure of allocated funds. Excellent contract administration and project management skills including the ability to resolve complex issues.
- Excellent written and oral communication skills including sound report writing and presentation skills. Persuasively communicates complex information to diverse audiences and upholds the reputation of the organization in communications with external agencies, the media, elected officials, and the public.
- Ability to build and maintain respectful working relationships; skill in dealing openly and tactfully in a variety of situations. Proven ability to use judgment to resolve complex challenges; flexible and able to develop and revise strategies to address problems and changing circumstances. Demonstrates persistence in overcoming obstacles and considers the diverse and long term implications of decisions beyond the work at hand.
- Contributes to the team with constructive ideas and experiences; effectively deals with disagreements to prevent escalation of conflict; seeks to include team members in decisions that will impact them. Ability to make complex and sometimes controversial decisions and effectively administer work through unforeseen conditions. Strong organizational and time management skills.
- Ability to lead, supervise, coach and guide others while enhancing individual and team effectiveness. Ability to mentor and foster the development of direct reports and provide leadership to a number of 'support but does not report' working relationships. Sound understanding of and ability to apply labour and employee relations principles and practices.
- Proficiency using Microsoft Office programs including Word, Excel, Outlook and Project.
- 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@metrovancouver.org](mailto:careers@metrovancouver.org) for support. Learn more about our commitments to diversity, equity, and inclusion [here](#).

*Please follow this link <https://metrovancouver.org/about-us/careers> to our Careers page where you can submit your application. This posting is open until filled.*