



Director of Business Services

Toronto, ON

This sizable mandate with the City of Toronto's Solid Waste Management Services Division would be an exceptional career move for a transformational leader and best practices champion in corporate policy, business systems, and IT, financial and contract compliance. If you're up to the challenge, read on.

Reporting to the General Manager, Solid Waste Management, you'll be a key member of the Senior Management Team and, as such, provide strategic leadership and oversight of the Division's financial, budgeting, IT, and contract compliance strategies, ensuring program alignment with corporate direction. More specifically and most importantly, you'll provide leadership and guidance for constant improvement, innovation and efficiencies in formulating and implementing plans, policies, guidelines, standards, processes and procedures for effective financial management, budgeting, forecasting, financial planning, IT development, internal financial and contract controls, and general contract compliance.

As Director of Business Services, you'll develop, design and implement functional policies and programs that make major changes in overall business performance based on long-term needs, and contribute to the continuous improvement of divisional performance through analysis and the development and implementation of sound management practices and procedures. Leading by example as you direct all Section activities, you'll develop and administer the annual budget, control expenditures, and motivate a diverse workforce, ensuring effective teamwork, and high standards of work quality and organizational performance, resolving labour relations issues, and promoting continuous learning and innovation.

With a post-secondary education in a discipline pertinent to the job function (e.g. Business Administration, Finance, Strategic Business Planning & Continuity, Information Technology, etc.) combined with relevant senior-level management experience, or an equivalent education and work history, you have the solid foundation this pivotal role demands. This background is complemented by extensive financial experience and strong business acumen, with the budget and operational planning expertise required to develop and implement processes and management tools that will ensure the effective management of all operations.

An effective decision-maker with strategic and lateral thinking skills, and a track record of accountability, innovation and results-oriented leadership, you bring extensive experience as a transformational leader of complex projects, and/or strategic and operational reviews within a major public or private sector organization. This will have seen you leading process improvement and re-engineering in a variety of business functions and implementing sound business strategies and systems.

This highly accountable role also calls for considerable experience in leading the development, implementation and maintenance of business information technology, from the development of a business continuity plan to the use of KPIs, and leading the full contract management process, including the development, negotiation, execution and renewal of external contractor agreements.

A persuasive, politically savvy communicator and skilled negotiator, you're adept at building productive relationships and working collaboratively with all stakeholders – employees, client divisions, outside agencies and/or politicians and other levels of government – within a large, diverse, multidisciplinary environment. Above all, you're committed to diversity and inclusion as organizational values, and know how to cultivate an innovative workforce of high-performing professionals in a positive service delivery culture. Knowledge of relevant legislation in the area of municipal governance, budgeting, financial reporting, service delivery, employee and labour relations, and occupational health and safety will only add to your success in this senior management position.

Salary Range: \$149,331.00 - \$175,466.20 per year

Work for the City you love

Toronto is Canada's largest city, the fourth largest in North America, and home to a diverse population of about 2.8 million people. Consistently ranked one of the world's most livable cities, we are a global centre for business, finance, arts and culture. Join the award-winning Toronto Public Service as Director of Business Services within our Solid Waste Management Services Division.

How to Apply:

For more information on this and other opportunities with the City of Toronto, visit us online at www.toronto.ca/jobs. To apply online, submit your resume, quoting **File #2326167 X**, by **June 26, 2019**.

Equity, Diversity and Inclusion:

The City of Toronto is committed to fostering an inclusive, accessible environment where all employees and members of the public feel valued, respected and supported. We are dedicated to building a workforce that reflects the diversity of the public and the communities in which we live and serve.

Accommodation:

If you are an individual who requires accommodation to apply to this position, due to disability under the Ontario Human Rights Code, please email us at application.accommodation4@toronto.ca, quoting job ID #2326167 X and the job title. The City is committed to providing Code-protected accommodation throughout its hiring process. Please visit [Hiring Policies and Statements](#) for further details.