

Why Windsor?

Forward. Together. — Discover a career that connects purpose with possibility. At the City of Windsor, our employees thrive in a collaborative environment that values organizational excellence, community impact, and offers competitive benefits that supports professional growth. Located in Southwestern Ontario on the banks of the Detroit River and Lake St. Clair, Windsor is just minutes from downtown Detroit, Michigan and the north shores of Lake Erie, which is home to over 25 local wineries, craft breweries and distilleries. Windsor boasts world class entertainment, state-of-the-art facilities, iconic food, temperate climate, magnificent waterfront parks & gardens and an innovative workforce with demonstrated capacity in automotive, advanced manufacturing, transportation, life sciences, education and tourism. With affordable living, a diverse community, and a growing economy, Windsor offers a lifestyle as fulfilling as the work we do. Come join a team that reflects the city it serves.

Job Title: Executive Director of Pollution Control

Job Posting Number: 2026-0177

Posting Type: External

Posting Period: Wednesday, May 27, 2026, at 8:30 a.m. to Tuesday, June 23, 2026, at 4:30 p.m.

Department: Pollution Control

Union: Non-Union

Position Status: Regular Full-Time

Job Code: NU0161

Grade/Class: NU15

Number of Positions: 1

Rate of Pay: \$154,929.76 - \$188,318.44 Annually

Shift Work Required: No

Duties and Responsibilities:

Reporting to the Commissioner, Infrastructure Services and City Engineer, this position will be responsible for:

- The overall Pollution Control Department, which includes the planning, engineering, operation, maintenance and capital delivery of wastewater treatment services, including daily management of the City's Lou Romano Water Reclamation Plant, Little River Pollution Control Plant, and the Windsor Biosolids Processing Facility.
- This portfolio also oversees operations and maintenance of the City's sewage (stormwater, wastewater) collection system, including sewers, pumping stations, stormwater retention ponds/basins and industrial waste/pollutant control monitoring and enforcement programs (sewer use by-law);
- Must also meet all provincial legislative and regulatory compliance in regard to the effective operations of the wastewater treatment and sewage collection systems, monitoring of closed landfill sites and industrial pre-treatment programs.

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Duties and Responsibilities Continued:

- Accountable for the process control, optimization and preventative maintenance of all wastewater treatment plants and sewage collection system assets in order to assure long-term operation, with stringent cost control. Experience in class environmental assessment study, design, value engineering, construction and commissioning of wastewater treatment and sewage pumping station systems;
- Performs technical and administrative review of stamped (sealed) engineering or shop drawings during the capital delivery of City wastewater projects to ensure conformity to City standards and specifications;
- Will be responsible for the preparation and administration of the annual and multi-year departmental capital and operating budgets;
- Will engage in labour relations, including negotiations as required by the collective bargaining agreements;
- Must maintain effective relationships internally and with representatives of other agencies and industrial managers in the community;
- Must research and prepare reports for the division and the City in all facets of the environment, liquid, solid and air;
- Ensure compliance with provincial safety legislation and corporate safety policies and procedures;
- Review employee training, attendance and effectiveness, in order to achieve a knowledgeable, safe, efficient and motivated staff;
- Will be required to travel to off site locations;
- Will perform Occupational Health & Safety duties as outlined in the Corporation's Health and Safety Program;
- Will perform other related duties as required.

Qualifications:

- Must have a Master's Degree in Science or Engineering (Mechanical, Chemical, Environmental, Civil or similar), or Ontario Ministry of Education equivalency, combined with a minimum of six (6) years of progressively responsible municipal or related experience in a technical, operations, or Pollution Control environmental field;
- **OR** Must have a University Degree in Science or Engineering (Mechanical, Chemical, Environmental, Civil or similar), or Ontario Ministry of Education equivalency, combined with a minimum of eight (8) years of progressively responsible municipal or related experience in a technical, operations, or Pollution Control environmental field;
- **OR** Must have a community College diploma in Science or Engineering (Mechanical, Chemical, Environmental, Civil or similar), or Ontario Ministry of Education equivalency, combined with over ten (10) years of progressively responsible municipal or related experience in a technical, operations, or Pollution Control environmental field;
- Must be a licensed Professional Engineer (P.Eng.) or Certified Engineering Technologist (CET);
- Must hold or have the ability to acquire Ministry of Environment, Conservation and Parks Class IV Wastewater Treatment and/or Class III Wastewater Collection Certificates;
- A Project Management Professional (PMP) designation, Municipal Infrastructure Contract Administrator (MICA) designation, etc. are considered assets;
- Must possess exceptional verbal, written and interpersonal skills as well as proven organizational traits;
- Must hold and maintain a current valid and lawful Class G Driver's Licence in accordance with the Highway Traffic Act, for the purposes of operating a City of Windsor vehicle and provide a driver's abstract as a condition of employment;

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Qualifications Continued:

- Should have knowledge of the Occupational Health & Safety Act, its regulations and knowledge of the hazards associated with the work;
- Will be required to complete and remain current as per the requirements of the Corporation's Management Certificate Program;
- Progression through the Art of Supervision Program Certificate or a supervisory program of a similar nature is considered an asset;
- Extensive labour management and supervisory experience in a Union setting an asset.

Physical Demands:

The physical demands analysis associated with this job indicates a sedentary level of work.

The City of Windsor is an equal opportunity employer committed to fostering a workplace that reflects the diverse community we serve.

How to Apply:

- An online application is available at the City of Windsor career website at www.CityWindsorCareers.ca and the application must be completed and submitted by no later than the noted posting period. Internet access is available at your local library branch.
- If you require assistance to apply online, please contact recruitment@citywindsor.ca or call (519) 255-6515.
- The City of Windsor strives to protect all personal information submitted via the internet in response to job postings. We will not ask you to provide your social insurance number or banking or other financial information. Sometimes things happen that are beyond our control. We cannot guarantee that data in our system is immune from unauthorized access. Please have this in mind when you decide to respond to job postings.

Note:

- **Only those applicants selected for an interview will be acknowledged**
- We offer a smoke-free and scent-safe office environment
- Personal information is collected under the authority of the Municipal Act, c. 25 as amended, and will be used to determine eligibility for employment.

In accordance with the Accessibility for Ontarians Act, 2005 and the Ontario Human Rights Code, the City of Windsor will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform the City of Windsor Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.