

EXTERNAL JOB OPPORTUNITY

POSITION:	EXECUTIVE DIRECTOR OF POLLUTION CONTROL/DEPUTY CITY ENGINEER	JOB POSTING #:	2024-0529 AMENDED
POSTING PERIOD:	Monday, April 7, 2025 at 8:30 AM to Friday, May 16, 2025 at 4:30 PM		
DEPARTMENT:	Office of the Commissioner of Infrastructure Services	UNION:	Non-Union
LOCATION:	Various	JOB CODE:	NU0161
POSITION STATUS:	Regular Full-Time	GRADE/CLASS:	NU16
# OF POSITIONS:	1	RATE OF PAY:	\$151,290.06 to \$183,893.79 Annually
POSITION #:	00000399	SHIFT WORK REQ'D:	No

DUTIES:

Reporting to the Commissioner, Infrastructure Services, this position will have overall responsibility of the Pollution Control Department, which includes the operation and maintenance of the wastewater treatment systems, including the Lou Romano Water Reclamation Plant, Little River Pollution Control Plant and the Windsor Biosolids Processing Facility. This portfolio also oversees the City’s sewage and stormwater pumping stations, storm water retention ponds/basins and an industrial waste control monitoring and enforcement program. Must also meet all provincial legislative and regulatory compliance in regard to the effective operations of the wastewater treatment plants, pumping stations, monitoring of closed landfill sites and industrial pre-treatment programs. Accountable for the preventative maintenance of all facilities in order to assure long-term operation, with stringent cost control. Experience in class environmental assessment study, design, construction and commissioning of wastewater treatment and pumping station systems. 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 department and the City in all facets of the environment, liquid, solid and air. Drafts design standards and reviews internal technical work and that of consulting engineers. 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) year’s experience in a managerial capacity in an Operations or Pollution Control environment; **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 ten (10) year’s experience in a managerial capacity in an Operations or Pollution Control environment;
- Must be a licensed Professional Engineer (P.Eng)
- 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.
- Should have knowledge of the Occupational Health & Safety Act, its regulations and knowledge of the hazards associated with the work.

CONTINUED...

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QUALIFICATIONS CONTINUED:

- 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.
- Ministry of Environment, Conservation and Parks Class IV Wastewater Treatment and Class III Wastewater Collection Certificates is preferred.
- The physical demands analysis associated with this job indicates a sedentary level of work.

HOW TO APPLY:

- An online application is available and must be completed and submitted by no later than the posting period noted. 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.
- To apply for this position, click [APPLY NOW](#).

NOTE:

- **Only those applicants selected for an interview will be acknowledged.**
- We offer a smoke-free 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.
- The Corporation of the City of Windsor is an Equal Opportunity Employer.

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.