



Making a difference...together

# Leadership Opportunity

## Manager, Process Engineering

### *Integrated Water Services, Infrastructure Engineering*

Competition	22/163
Status	Exempt Management
Salary Range	\$111,095 - \$130,700 annually (2021 rates)
Review of applications begins	4:00pm on June 16, 2022, but the position will remain open until filled.

*Make a difference and become a part of the Capital Regional District's vibrant future! Located in Victoria, BC, one of the world's premier places to live, work and visit, the Capital Regional District (CRD) strives to create liveable, vibrant communities, practice exemplary environmental stewardship and build a prosperous and sustainable economy.*

### Position Purpose

Reporting to the Manager, Wastewater Engineering and Planning, the Manager, Process Engineering provides leadership, technical direction, professional expertise to support the operation of the region's wastewater treatment plants and water treatment plants as well as a variety of small wastewater and water treatment systems throughout the Electoral Areas in the Capital Region.

### Key Accountabilities / Position Outcomes

- Provides senior level engineering, planning and process expertise, including:
- Long range planning and implementation of treatment system improvements
- Feasibility studies including cost estimates, technical reports and recommendations including design, optimization and evaluation of plant operations
- Detailed technical research and analysis to support plant operations
- Assumes managerial responsibility for the scope of work, and exercises authority over staff and consultants as necessary to ensure compliance with relevant legislation, guidelines, agreements, policies, and procedures. Provides Professional Engineer sign off for engineering planning and design work.
- Ensures policies, procedures, bylaws, plans, systems, resources and management practices are in place to support and ensure the successful delivery of projects and initiatives.
- Ensures Capital Projects are defined and completed with a commitment to project deliverables and organizational objectives as well as an ongoing commitment to project management principles.
- Uses diplomacy and strong communication, presentation and relationship building skills to create and maintain collaboration among internal and external stakeholders and partners.
- Provides leadership in interpreting, reviewing, diagnosing and resolving sampling data anomalies, treatment performance issues, biological process calculations/modelling results, and provides recommendations for optimizing treatment processes.
- Leads the review of odour control management plans, including monitoring data, and providing recommendations for optimizing odour control systems.
- Provides process expertise and technical direction, including:
- Emergency and abnormal conditions
- Risk assessments and Hazard and Operability (HAZOP) studies
- Process failures or Safety incidents.

## Qualifications

A university degree in Chemical, Environmental, Mechanical or Civil Engineering and ten years of progressively responsible experience with a focus on chemical/process engineering as well as design, construction and operation of large wastewater and water treatment plants. Extensive experience with project management and the delivery of capital projects. Experience providing leadership, management and professional expertise in a unionized environment. Membership or the ability to be registered in EGBC as a professional engineer. An equivalent combination of education and experience may be considered.

## Role-specific Knowledge, Skills & Abilities

- Demonstrated technical and process engineering leadership for wastewater and water treatment plants and systems.
- Demonstrated knowledge and experience in the design, construction, operation and optimization of large wastewater and water treatment plants and systems.
- Strong knowledge of various treatment technology processes and ability to liaise directly with proprietary equipment manufacturers.
- Ability to coordinate and manage multiple projects and to meet required objectives and deadlines.
- Extensive knowledge in project management and delivery of capital projects.
- Excellent communication skills, including strong written, verbal and listening skills combined with effective and proven meeting facilitation and presentation skills.
- Demonstrated treatment plant operational experience and the ability to collaborate/communicate effectively with Utility Operators.
- Knowledge and experience with Root Cause Failure Analysis techniques in order to investigate abnormal process and process safety conditions.
- Experience in managing consultants and contracts.
- Operational knowledge of WorkSafe BC regulations and the ability to plan and coordinate projects to ensure safety of employees, contractors, consultants and the public.
- Ability to prepare comprehensive technical reports and specifications.
- Advanced knowledge and experience with computers and Windows applications, biological modelling, and other software related to design operations.
- A valid BC Driver's License is required.

*To keep our employees, customers and the communities we serve safe, the CRD has introduced an employee vaccination policy intended to prevent the transmission of COVID-19. As such, the CRD requires verification of your COVID-19 vaccination status as a condition of employment.*

## Applications

To apply for this exciting opportunity, please submit your resume and covering letter online at [www.crd.bc.ca](http://www.crd.bc.ca) under "Careers". To learn more about working with us, [visit our website](#).

**The CRD wishes to thank you for your interest and advises that only those candidates under active consideration will be contacted.**



## Leadership Profile:

CRD Leaders are champions for creating an accountable, high performance, service oriented organization that makes a difference in our community. They pay attention to shifts and trends in an ever-changing and complex environment and think strategically to serve residents, businesses and local governments today while developing a sustainable organization for the future.

## Leadership Summary:

Leaders at this level generally recognized as specialists in their field who integrate their depth and breadth of experience in their own discipline with knowledge of business priorities and functions to address complex problems and non-standard situations as a key contributor in an intricate and critical environment. They anticipate client needs, identify solutions, and interpret internal/external business issues, recommending best practice in their own discipline. They explain difficult concepts and persuade others to adopt a point of view. These leaders may lead teams or projects, forecasting and planning resources to meet objectives and managing costs for specific projects.

## CRD Leadership Competencies:

*While CRD Leaders are accountable to all Leadership Competencies, the following have particular relevance to this position.*

### Thinks Strategically

Thinks strategically when analyzing issues, making decisions and prioritizing actions, including:

- Takes an organizational perspective
- Ensures client and stakeholder interests are considered
- Aligns decisions and actions with the CRD strategic plan
- Assesses social, economic and environmental trends for opportunities and challenges

### Sees the Big Picture

Understands and helps others see the complexity of the CRD environment, including:

- Identifies connections, relationships and possibilities between and within different parts of the CRD
- Considers the impact of actions on other areas and/or the whole organization
- Helps others to connect current actions with the vision and strategic goals of the CRD
- Reviews and adapts plans to take advantage of emerging opportunities and to address changes in other areas.

### Is Accountable for Results

Aligns the people, resources and systems necessary to deliver business results, including:

- Takes personal accountability for actions and outcomes in own area of responsibility
- Delegates appropriately to achieve results

- Empowers others to be accountable by setting clear outcomes, checking-in regularly, and providing mentoring to ensure goals are met
- Celebrates individuals/teams successfully delivering outcomes

### **Understands the Politics**

Uses an understanding of the complexity and nuances of own political arena (internal and external) to gain stakeholder support, including:

- Communicates relevant and timely information and alternatives to help stakeholders make decisions
- Anticipates barriers and motivators for stakeholder support
- Balances the nature of communication between informing and influencing
- Uses an understanding of timing to take the right action at the right moment to gain stakeholder support

\*\*note: internal stakeholders can include decision makers, those who allocate resources and/or superiors

### **Builds Partnerships**

Pulls people together to accomplish goals that could not be reached individually, including:

- Uses formal and informal networks to identify opportunities for collaboration
- Invites participation from diverse groups with common interests
- Balances consensus building skills with negotiation and influencing skills to achieve outcomes
- Empowers team members to take joint ownership of outcomes

### **Models Integrity**

Inspires trust by maintaining high personal standards that align with the values and philosophy of the CRD, including:

- Follows through on commitments and communicates progress
- Invites input and displays a genuine interest in the ideas and concerns of others
- Cultivates an open, respectful and transparent work environment
- Demonstrates humility by admitting errors and learning from mistakes