

MANAGER OF UTILITIES

(Permanent, Full-time, Exempt position)

The City of Parksville is located on the traditional territory of the Coast Salish Nations, home to the Snaw-Naw-As First Nation and the Qualicum First Nation.

Parksville is an active community of urban professionals, families with young children and retirees who have chosen to live in this community for a high quality of life and the region's stunning natural environment. Located on Vancouver Island's east coast, 13,642 residents call Parksville home. Parksville is a coastal community, which promotes a walkable lifestyle, offers a vast array of outdoor recreation options, and is the gateway to a host of outdoor experiences. With its lush parks, vibrant community events, and unparalleled natural beauty, Parksville is the perfect place to live, work, and play. We are committed to be the city of choice for current residents and future generations, maintaining a clean, safe, friendly, economically viable and environmentally conscious community.

The City of Parksville has an opening for a **Manager of Utilities**. Reporting to the Director of Operations, this position is responsible for managing the activities of the Arrowsmith Water Services (AWS) and the Englishman River Water Services (ERWS), as well as the City of Parksville water and utilities services. The successful candidate will plan, prepare, manage, and execute capital projects; and Council priorities, documenting and reporting on the progress of the department's work programs, project status and statistics. This position is also responsible for the overall asset management and life-cycle planning of City-owned utilities.

This position will appeal to a driven professional who understands the complexities of local government and works well in an environment where leadership, innovation, teamwork, and sound planning are valued. The successful candidate will have strong working knowledge of principles and practices of water and sewer planning, design and development; methods, practices, specifications, and techniques used in the construction, operations and maintenance of municipal drinking water infrastructure; and the methods, practices, specifications, and techniques used in the construction, operations and maintenance of municipal sewer infrastructure. Establishing and maintaining effective working relationships with consultants, contractors, general public and other employees is imperative in this role.

Responsibilities include managing minor capital projects from inception through commission; developing annual operating and capital budgets; directing and managing professional and technical staff of the water treatment plant and utilities sections; managing the delivery of water and sewer utility planning, design and construction services; representing the AWS, ERWS, Water Treatment Plant and Utilities Sections to City departments, other organizations, government agencies; and liaising with consultants on projects and developers on private developments. Adherence to legislative and regulatory requirements, industry best practices, operational guidelines, and policies and procedures set out by the CAO and Council is required.

The ideal candidate will possess a

- Bachelor's degree (Engineering Designation preferred) in related field from an accredited and recognized University (e.g., Certified Applied Science Technologist or professional Civil Engineering designation)
- Registration as an Applied Science Technologist with the Applied Science Technologists and Technicians of British Columbia or Professional Engineer in good standing with the EGBC.
- Certification under the BCWWA.
- Certification in water or wastewater operations through the Environmental Operators Certification Program would be an asset.
- Possession of a valid Class 5 BC Driver's Licence with a good driving record.
- A minimum of 7 years of related experience in a managerial or supervisory position in a unionized environment, requiring demonstrated good leadership and supervisory skills, and quantifiable experience in employee relations, planning, project management, and budgeting. (BC preferred).

The City offers a competitive salary range \$116,096 - \$133,223 depending on relevant experience and credentials) and a comprehensive benefits package including an earned day off program upon completion of probation.

To view a complete job description, visit www.parksville.ca. Applicants may apply in confidence by providing a cover letter and current resume via email to: hr@parksville.ca, **please include Manager of Utilities in the subject line.**

This opportunity will close on Thursday, April 17, 2025, at 4pm. The City of Parksville thanks all applicants in advance for their interest; however, only those selected for an interview will be contacted.

If you would like to request an accommodation or assistance at any stage of the process, please contact human resources (HR@Parksville.ca) for confidential support.