

## Recruitment Details

***The City of Winnipeg is a vibrant and dynamic organization with many opportunities!***

***We offer a diverse and welcoming work environment that delivers quality services to our citizens.***

## Director of Public Works

Public Works Department

Posting No: 115840

**Closing Date: January 17, 2018**

### Job Profile

Under the general direction of the Chief Transportation & Utilities Officer, the Director of Public Works is responsible for the management and direction of the overall operations, vision and mandate of the Public Works Department for the City of Winnipeg. The Director is also responsible to the Standing Policy Committee on Infrastructure Renewal and Public Works. Working in cooperation with the Chief Administrative Officer, Chief Transportation & Utilities Officer, the Mayor, Councillors, Provincial and Federal Governments, other civic administrators and departmental staff, the Director ensures that there is a commitment to deliver these services in a manner that continues to improve and protect the environment and the quality of life for the citizens of Winnipeg.

### **As the *Director of Public Works* you will:**

- Provide effective leadership and direction for the expansion and progression of industry leading processes and practices.
- Develop and set direction to the City's overall operations direction and goals, processes, procedures, strategy and policies in support of business operations and strategic direction.
- Formulate, recommend, and implement plans required to meet current and future service requirements.
- Provide advice and professional opinion related to departmental issues, obligations and legislation to the CAO, CT&UO, Council, Committees of Council, and others as directed.
- Lead, direct and manage the day-to-day operations of the Public Works Department through senior managers and staff.
- Develop innovative initiatives for Department operations. Research, explore and develop new lines of business, identifies emerging trends and recommends changes in systems and processes.
- Provide leadership for the Department including development and implementation of goals, plans of action, and performance measures.
- Direct the preparation, submission, implementation and control of annual operational and capital budgets.
- Ensure systems and processes are in place to provide the control of costs and recording of revenues consistent with effective budget management.

- Ensure optimal departmental performance and safe operation through the development and application of an integrated and continually updated set of systems, policies, methods, procedures, facilities and equipment through which the department discharges its service mandate.
- Oversee the acquisition, maintenance and safe operation of equipment and facilities required to carry out the mandate of the department.
- Act as an intergovernmental liaison overseeing the development and discharge of partnerships, joint projects, and funding agreements.
- Maintain good working knowledge of all relevant legislation and policies, and critique or recommend changes and modifications to same as appropriate.

### **Your education and qualifications include:**

- Successful completion of a Bachelor's Degree in Engineering, Business Administration, a transportation-related discipline or a related discipline. An equivalent combination of education, training and experience may be considered.
- Master's Degree in Business Administration, Public Administration, or in a related field is preferred.
- 10 – 15 years of experience working in a senior management capacity in a operation management function.
- Comprehensive leadership and management experience including strong negotiation and collaboration skills, preferably in the public sector.
- Experience with strategic planning at a senior level, including managing complex organizational change initiatives, and determining and setting priorities based on organizational mandates and initiatives.
- Previous success leading large-scale change initiatives, navigating complex environments and influencing desirable outcomes through positive and collaborative relationship management and continuous improvement.
- Thorough knowledge and expertise in the planning, operation and management of regional and local streets, parks and open space, transportation, municipal engineering and city planning.
- Demonstrated track record of achieving results and improving operational performance.
- Thorough knowledge of relevant legislation and regulations relating to road construction and maintenance, parks and open space management, transportation and municipal engineering projects, both in the City of Winnipeg and in other civic jurisdictions.
- Knowledge and appreciation of related policies, regulations and legislation pertaining to the City of Winnipeg and/or other civic jurisdictions.
- Demonstrated sound judgment, decision-making and problem solving skills in the face of ambiguity and under pressure.
- Experience in the preparation, effective management and execution of operational and capital budgets and strategic plans.
- Demonstrated ability to develop and maintain effective working relationships with a wide variety of people, including senior management, private and public officials, business and community leaders, advisory boards, union officials, subordinates and the general public.
- Experience and knowledge of continuous improvement concepts and a track record of achieving improved operational performance by employing continuous improvement techniques.

### **Conditions of employment:**

- Must have and maintain valid Manitoba Class 5 Driver's License.

- A Personal Information Check satisfactory to the employer will be required from the applicant(s) or successful candidate(s), at their expense.

## **CORE COMPETENCIES for ALL EMPLOYEES OF THE CITY OF WINNIPEG:**

- Citizen & Customer Focus
- Respecting Diversity
- Ethics and Values
- Integrity and Trust
- Results Oriented

### **How To Apply**

**APPLY ONLINE**, including all documentation listed below:

1. Current resume AND cover letter (**Required**).

**\*Applications submitted without REQUIRED documentation will not be considered.\***

If you do NOT have access to a computer/email, please apply, including all documentation listed above, to: Staffing Branch, HR Services, Main Floor – 510 Main Street, Winnipeg, MB by **4:30 P.M., Wednesday, January 17, 2018.**

### **Notes**

1. Applicants may be required to undergo testing to determine their knowledge, abilities and skills as they relate to the qualifications of the position.
2. The successful applicant may be required to provide a vehicle for transportation while on City business, subject to the terms and conditions of the City's Transportation Policy.

Online applications can be submitted at <http://www.winnipeg.ca/hr/>. For instructions on how to apply and how to attach required documents please refer to our [FAQ's](#) or contact 311. The City of Winnipeg uses the [Korn Ferry Leadership Architect Competency Model](#) as part of the recruitment process.

We have great benefits and competitive salaries, and we are committed to ongoing learning and career development!

***WE SEEK DIVERSITY IN OUR WORKPLACE. INDIGENOUS PERSONS,  
WOMEN, VISIBLE MINORITIES, AND PERSONS WITH A DISABILITY  
ARE ENCOURAGED TO SELF-DECLARE.***

**Only candidates selected for interviews will be contacted. Requests  
for Reasonable Accommodation will be accepted during the hiring  
process.**