

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: Manager, Sewage Collection

Job Posting Number: 2026-0293

Posting Type: External

Posting Period: Tuesday, August 18, 2026, at 8:30 a.m. to Monday, September 28, 2026, at 4:30 p.m.

Department: Pollution Control

Union: Non-Union

Position Status: Regular Full-Time

Job Code: NU0710

Grade/Class: NU14

Number of Positions: 1

Rate of Pay: \$136,501.84 - \$165,919.56 Annually

Shift Work Required: No

Duties and Responsibilities:

Reporting to the Executive Director, Pollution Control, this position will be responsible for:

- Serving as the City's Overall Responsible Operator (ORO) and managing/monitoring the overall operations, integrity, safety and regulatory compliance of the City-wide sewage collection (stormwater and wastewater) system.
- Reporting to the Ministry of the Environment, Conservation and Parks (MECP) on all City sewage collection system works including but not limited to alternations, upgrades, maintenance, flow monitoring, temporary by-passes, spills, abnormalities, etc. which have occurred within the sewage collection system.
- Preparing and developing of annual sewage collection system CLI-ECA compliance reports for submittal to MECP: Working with the Drainage Superintendent to monitor all drains, ditches, stormwater ponds, shoreline/dyke protection, etc. for general maintenance and cleaning.
- Coordinating all sewage collection system maintenance and repair within/near municipal right-of-way, including but not limited to stormwater/wastewater/combined sewers, forcemains, interceptors, stormwater management ponds, retention treatment basins, ditches/swales, pumping stations closed landfill leachate collection systems, etc.

CONTINUED...

Duties and Responsibilities Continued:

- Making decisions regarding the operation and maintenance of the collection system, including during emergency response, and assisting with problem solving and troubleshooting issues related to sewage collection system operations (electrical instrumentation, control/power systems, process/mechanical maintenance problems and M311 request calls).
- Being available and capable of responding to operational emergencies including flooding, basement sewer back-ups, sewer cave-ins/collapses, etc..
- Utilizing SCADA systems to monitor system performance and respond to alarms.
- Maintaining accurate records, such as logbooks, on sewage collection system performance and incident reports.
- Developing, coordinating, and reviewing sewage collection system standard operating procedures, and training staff on procedures and operations.
- Providing input and information to senior management regarding sewage collection system asset management (2024 Sewage Collection System Asset Replacement Value of \$4.8 B) and infrastructure budget needs in close liaison with Technical Support, Engineering, Pollution Control and Asset Planning.
- Overseeing and directly supervising the Supervisor of Pumping Stations, Engineer III-Drainage Superintendent, and Maintenance Supervisors.
- Performing Occupational Health and Safety duties as outlined in the Corporation's Health and Safety Program.
- Will perform other related duties as required.

Qualifications:

- Must have a under-graduate University Degree in Engineering, Environmental Sciences, or related field, or Ontario Ministry of Education equivalencies, and a minimum of six (6) years of work experience with technical knowledge of operation and maintenance of sewage system equipment including the ability to read and understand technical drawings, operations manuals, regulatory compliance requirements, etc.
- **OR** Must have a Post-Secondary School Community College Diploma in Engineering, Environmental Sciences, or related field, or Ontario Ministry of Education equivalencies, and more than ten (10) years of work experience with technical knowledge of operation and maintenance of sewage system equipment including the ability to read and understand technical drawings, operations manuals, regulatory compliance requirements, etc.
- A Waterwater Collection Class III or IV Operator License is required;
- Must possess exceptional verbal/written communication, planning 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;
- 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
- Professional Engineer/Certified Engineering Technologist are considered assets.

CONTINUED...

Physical Demands:

Given that this job is a new position, a Physical Demands analysis will be completed with the incumbent after approximately six months of occupying the position.

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.