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Manager of Transit Fleet

Extended Deadline

Posted: Thursday, December 9, 2021

Job Number: PN-21-35

Job Type: Permanent Full-time, Non-Union

Closing Date: Sunday, January 23, 2022

Choose Barrie

The City of Barrie is a vibrant, progressive, and growing community with deep connections to our heritage, to nature and to the opportunities surrounding us.

Our community values quality of life; the ability to play year-round with 300 hectares of park space, our beautiful waterfront, our lively downtown core and the nearby hills, wetlands, and forests. We also value connections; to our neighbours and the community, to our road and rail network, and to the opportunity Barrie provides to enjoy life.

Everything Barrie has to offer, from the water we drink to the roads we travel on, has one thing in common - municipal workers. Joining a municipality is one of the most rewarding, engaging, and exciting careers you could choose. It is a career you can take pride in knowing that every day you make a positive impact on an entire community. We are one team, with one goal and we all work together to continue making our community great.

The Opportunity

The Transit and Parking Strategy Department strives to provide customer focused, efficient, reliable and affordable public transportation and parking services that link people, workplaces and the community and promotes economic development within the City of Barrie.

Reporting to the Director of Transit and Parking Strategy, the Manager of Transit Fleet will plan, design, develop, coordinate, implement and manage fleet initiatives, with a focus on the electrification of Barrie Transit fleet and facilities. The Manager will be taking a leading project management role and providing a high level of technical support in overseeing all activities of multi-disciplinary, cross-departmental project teams to develop work plans, staffing and training requirements and to ensure Barrie Transit fleet initiatives are delivered according to project scope, schedule and budget. This is a complex interdisciplinary program affects all aspects of Barrie Transit's operations. This position is responsible for leading strategic projects and infrastructure planning to support and develop the City's transit fleet conversion to support the City's GHG reduction strategy, which includes ongoing development and execution of the Transit Asset Management Plan and Capital Plan, which serves as input to other strategic planning work such as the City's transportation master plan, development charges background study and long range financial plans. The Manger of Transit fleet will need to work with multiple stakeholders to synthesize competing needs and priorities, gain consensus, and build detailed project plans and technical requirements.

Our Culture and Qualifications of the Job

Corporate Culture

- Your workplace values align with our corporate values of ***Strive, Share and Care*** and you want to join us in providing exceptional services and programs to build a prosperous, growing and sustainable community

Education (degree/diploma/certifications)

- Four (4) year University Degree in Electrical/Mechanical/Civil Engineering, Transportation, Computer Science, or Information and Technology, or relevant combination of education and experience
- Eligibility for and willingness to obtain Project Management Professional (PMP) Certificate from the Project Management Institute (PMI) acquired within 1 year of hire

Experience

- Five (5) years of experience performing duties related to the above mentioned major responsibilities, including demonstrated leadership/supervisory experience
- Project management experience pertaining to the adoption and implementation of new technologies and business processes, as well as direct experience with municipal transit operations and/or fleet management practices and systems
- Experience in a municipal environment would be considered an asset

Knowledge/Skill/Ability

- Thorough knowledge of the following legislation, regulations, or requirements: fleet related relevant legislation, codes, standards, and principles of safety management
- Thorough practical knowledge of project management techniques and methodologies, project planning, system analysis and design, business process re-engineering, performance management, budget planning and maintenance and understanding of change management techniques and tools
- Knowledge of emerging trends in sustainable vehicle technologies, particularly within the transit industry, and associated infrastructure and information technologies
- Working knowledge of the following principles and standards: Occupational Health and Safety Act, corporate policies/procedures and legislation related to vehicle servicing, Commercial Vehicle Operators

Registration, WHIMIS, Highway Traffic Act, MTO requirements, computerized fleet systems, public sector procurement principles, transit planning principles and practices, supervision principles, labour relations principles, collective agreement administration and contemporary management practices, and municipal capital planning, local government functions/responsibilities and services in general.

- Demonstrated Ability to:
 - deliver strong team leadership, organizational, time management, interpersonal, written and oral communication and presentation skills
 - develop and write management and progress reports, funding proposals, terms of reference and policies and procedures coupled with the ability to meet strict deadlines
 - advise on complex technical matters
 - provide excellent organizational and time management skills in order to be flexible and responsive to changing priorities and circumstances as well as ability to work on diverse projects simultaneously in stressful and fast paced environment
 - provide commitment towards continuous learning, growth and the achievement of high performance
 - offer excellent interpersonal skills including the ability to maintain relations with consultants, government agencies, developers, suppliers and contractors relative to facility and equipment design and improvements, and formulates sound recommendations
- Advanced skills include: Analytical; Attention to Detail; Change Management; Collaboration; Consultation; Decision Making; Initiative; Interpersonal; Judgment; Leadership; Negotiation; Organizational; Presentation; Problem Solving; Process Mapping; Project Management; Technical; Time Management; Written Communication
- Advanced computer literacy using the following systems and software: MS Office
- Availability to accommodate deadlines or peak period workloads that may extend beyond designated normal workday hours or normal hours per week

Conditions of Employment

- Valid Ontario Class “G” Driver’s Licence in good standing
- Satisfactory Criminal Record Check* (**Please note that this is a requirement of the position for any new employees to the City of Barrie in accordance with the Police Record Check Procedure. Existing employees will be grandfathered from this requirement.*)

Other Important Information

Location: Transit Garage, 133 Welham Road, Barrie, Ontario*

**Please note that some positions are currently working remotely due to the pandemic restrictions. It is anticipated that once restrictions are lifted, remote work will stop, and this position will require the employee to work at the location noted above as determined by the City*

Hours: The normal hours of work are 35 hours per week; however, some non-standard hours may apply.

Wage: This a permanent full-time non-union position with the following pay level and 2021 pay range:

- *Pay Level:* Level 14
- *Yearly Salary:* \$98,663.18 to \$125,924.57 per year
- *Hourly Pay Rate:* \$54.21 to \$69.19 per hour

Benefits: This position includes a comprehensive non-union benefit plan, including but not limited to extended health and dental coverage, life and accident insurance, paid vacation and sick days, short/long term disability plans, OMERS pension plan, discounted rate for City Fitness Memberships and much more.

Don't meet the credentials as outlined but have years of directly related experience? Please see the City's [Education Equivalency Procedure](#) to determine if you may qualify for equivalency. Further information is available at www.barrie.ca/JobOpps.

- Position Equivalency Code: F

Please note that verification of educational credentials will be required from the preferred candidate prior to an employment offer.

The City of Barrie is an equal opportunity employer, and we will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process.

Disclaimer: The job posting has been designed to indicate the general nature and essential duties and responsibilities of work performed by employees within this job title. It may not contain a comprehensive inventory of all duties and responsibilities required of employees to do this job. For full position details, please request a copy of the Job Description by emailing HR.Recruitment@Barrie.ca.

We thank all applicants and advise that only those selected for an interview will be contacted.

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