



Manager, Transit Operations
Public Works Department
Exempt

GENERAL DESCRIPTION:

The Manager, Transit Operations, oversees a fast-paced team of operations, planning and support staff. This charismatic and visionary leader is responsible for setting the tone and pace of changes while leading transit operations into the future within the Regional Municipality Wood Buffalo. This would include implementing master plan data, driving technological change, providing and developing leadership growth opportunities and staff cohesion while fostering positive working relationships at all levels within transit, the rest of the Municipality, and the community. Working closely with the Senior Manager, Transportation, and Facilities, the manager establishes departmental objectives, budgets, and safety metrics to ensure employees are carrying out the proper functions to ensure the branch provides efficient service delivery.

RESPONSIBILITIES:

Departmental Management: Assists with overall program service delivery. Manages through direct involvement in daily operations, budgeting, and strategic planning of the overall design and deployment of all department initiatives. Ensures all programs are developed according to legislation, industry standards, and best practices.

Leadership: Takes a lead role in developing and implementing innovative and practical approaches to department initiatives to ensure all employees are working proficiently and effectively in a productive environment. Recruits, trains, and mentors staff. Leads staff in the delivery of advice, recommendations, and decision support.

Implementation of Strategies: Analyzes data and information to forecast community and partner needs. Remains aware of current and emerging industry trends that drive service and provides recommendations that benefit municipal operations, staff, and the community. Consults and liaises with internal stakeholders, government, other municipalities, local organizations, the non-profit sector, and other community groups in relation to transit operations. Monitors issues and provides information and support to community groups.

This position is primarily based in an office environment; however, some field visits, extended hours, and business travel within the region may be required.

QUALIFICATIONS:

- Highly developed analytical, critical thinking, and interpersonal skills, with political awareness and sensitivity.
- Ability to establish and maintain effective working relationships with managers, employees, leaders, and external contacts and interacts in a manner that builds trust, credibility, and rapport.
- Strong leadership, interpersonal and conflict resolution skills.
- Considerable knowledge of safe maintenance operations and practices pertaining passenger transportation operations environments.
- Ability to empower people, and use innovative approaches in situations involving rapid change, shifting priorities, and/or simultaneous demands.
- Negotiation, investigation, mediation, and facilitation skills.
- High emotional intelligence capacity including the ability to deal effectively with ambiguity.
- Strong organizational and planning skills combined with an expert level approach to managing long-term change and adapting to changing priorities.
- Well-developed project management competencies.

EDUCATION AND EXPERIENCE:

- Degree in Business Administration, Commerce, or related field is required.
- Seven (7) or more years of progressive experience in a passenger transportation operations/contract management position with a minimum of three (3) years of experience as a leader.
- Experience working in a public sector environment with unionized and non-unionized employees considered an asset.
- An equivalent combination of education and experience may be considered.

OTHER REQUIREMENTS:

- A valid Alberta Class Five (5) Operator's Licence is required.
- Ability to provide a Criminal Record Check for review and acceptance.

SAFETY:

As an employee of the Regional Municipality of Wood Buffalo, the incumbent is responsible and accountable for knowing and working in accordance with the Health and Safety Directive. As per section 2 of the Occupational Health and Safety Act, the incumbent shall ensure while in the employ of the Regional Municipality of Wood Buffalo the health and safety of employees, contractors, and the public. This position is employed in a supervisory capacity. As such the employee is required to obtain additional safety training in accordance with municipal procedures and directives.

Requisition ID: 500

Affiliation: Exempt

Position Type: Permanent Full Time

Number of Openings: 1

Bi-weekly Working Hours: 70 hours bi-weekly

Department/ Branch: Public Works, Transit

Job Location: Fort McMurray

Salary Range: Competitive Salary

COLA: Bi-Weekly - \$480

Closing Date: Open Until Filled

Posting Type: Internal and External

To apply: Please visit our website at jobs.rmwb.ca

We appreciate the interest of all applicants; however, only those individuals selected for interviews will be contacted. Late applications will not be accepted.