

PREVIEW



Manager of Transit and Parking Business Services

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Posted: Friday, September 16, 2022

Job Number: PN-22-42

Job Type: Permanent Full-time, Non-Union

Position Closing Date: Monday, October 10, 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 service that links people, workplaces and the community through an integrated, easy to use public transit and parking system that promotes economic development and improves the quality of life in Barrie.

The Manager of Transit and Parking Business Services position is responsible for the management and administration of the Performance Based Project Agreement between Barrie Transit and the transit service provider. This position is responsible for managing and analyzing all Barrie Transit revenue related activities and data. Additionally, this position is responsible for the development of management reports and related internal controls and provides input to the business planning and budget cycle process. This position is responsible for the municipal paid parking system, conducting research and analysis to update parking

strategies and collaborates with internal partners and external community groups in the development of an integrated parking strategy. Overall, this position plays an integral role in establishing the foundation for effectively managing, maintaining and adhering to the provisions of the Performance Based Project Agreement, management of municipal parking services and management of terminal operations, along with providing strategic leadership and business planning which will enable the City of Barrie to make informed decisions, better manage both its transit and parking services provided to its residents and visitors.

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 Accounting, Business, Finance or related discipline

Experience

- Seven (7) years of experience in customer service/administration, revenue/cash management and financial management/analysis in a private and/or public sector work environment, including supervisory and/or leadership experience in a unionized work environment

Knowledge/Skill/Ability

- General knowledge of municipal structure, functions, procurement practices and accounting policies and procedures.
- Working knowledge of the following:
 - Related transit/transportation legislation and regulations, including the Accessibility for Ontarians with Disabilities Act (AODA) and the Ministry of Transportation's Provincial Gas Tax Program requirements
 - Transit Operations, Parking Management and Strategic Planning
 - Management principles, labour relations principles and collective agreement administration, and contemporary management practices
- Demonstrated ability to:
 - interpret and analyze data, identify problems, challenges and opportunities and make recommendations for process improvements
 - conduct research, prepare reports, and deliver presentations
 - think and act strategically in a political and community service environment
 - lead, coach, advise and support staff
 - maintain a high standard of public relations at all times
 - exercise discretion and judgment when handling confidential, sensitive, and/or controversial information
 - identify complex problems, develop and evaluate options, and implement solutions utilizing reason, judgment and prescribed resources
 - develop, promote and maintain effective relationships with internal and external stakeholders
 - multitask and prioritize conflicting priorities and work demands to meet deadlines within a fast-paced work environment
 - align Section services with departmental and corporate goals/objectives; and
- Excellent interpersonal, project/time management, organizational, analytical, report-writing, communication, presentation, negotiation, prioritization, problem solving, and staff leadership and supervisory skills
- Advanced computer proficiency utilizing Microsoft Office Suite (Excel, Outlook, PowerPoint, Word) and the Internet
- Availability to attend evening and/or weekend meetings and/or to work outside of designated normal hours per week

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Conditions of Employment

- Valid Ontario Class “G” Driver’s License 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 grandparented from this requirement.

Other Important Information

Location: 133 Welham Road, Barrie, Ontario*

*Please note ,the City has recently launched a Hybrid Work Program Procedure and pilot program for 2022 that may allow a hybrid work arrangement for employees who meet the eligibility requirements.

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 2022 pay range:

- *Pay Level:* Level 14
- *Yearly Salary:* \$101,443.51 to \$129,473.13 per year
- *Hourly Pay Rate:* \$55.74 to \$71.14 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, dedicated to creating a workplace culture of inclusiveness and welcomes applications from qualified individuals of diverse backgrounds. We are committed to providing barrier-free and accessible employment practices 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. If contacted for an employment opportunity, please advise if you require Code-protected accommodation and we will work with you to meet your needs.

Disclaimer: The job posting has been designed to indicate the general nature and essential duties and responsibilities of work performed by employees within this position title. It may not contain a comprehensive inventory of all duties and responsibilities required of employees to do this position. 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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