



## Superintendent, Inventory & Fleet Management

**Permanent, full-time position with Hamilton Water – Hamilton, ON**

**This key role would be an exciting career opportunity for a results-oriented supply chain management professional with sound judgement, complex decision-making skills, and a focus on continuous improvement. If you're such a leader, the City of Hamilton welcomes your expertise.**

Reporting to the Director, Water and Wastewater Operations, you'll provide effective leadership and direction to Inventory and Fleet Management staff and workforce within the Water and Wastewater Operations Group, primarily for the delivery of inventory and supply chain management, as well as fleet management, for various Sections across the Hamilton Water Division. As Superintendent, you'll be accountable for ensuring that inventory, supply chain, and fleet-related services and programs meet or exceed industry standards, and are provided in accordance with City and Provincial guidelines, with minimal disruption to staff, clients, vendors, contractors and the public, and in the most effective and efficient manner consistent with the City of Hamilton's mission, vision and values.

At the core of your mandate will be acquiring a sound understanding of the requirements of the Hamilton Water Sections to which the Inventory and Fleet Management Business Unit provides service, so that you can determine and implement programs and activities that satisfy those requirements. Leading by example, you'll set above-average standards and mentor subordinate staff, prepare, and report on, the Business Unit's services, financial, administrative and staff performance against established benchmarks, and implement strategies to improve operational efficiency and effectiveness.

### **Your qualifications as a Superintendent of Inventory & Fleet Management include:**

- Demonstrated extensive knowledge of the duties listed above normally acquired through a combination of education and progressive work-related experience. Post-secondary education, preferred.
  - Preference will be given to applicants who have a Supply Chain Management Professional (SCMP) or other relevant designation.
  - A demonstrated record of customer focus, innovation, team advocacy, and continuous improvement.
  - Significant experience with parts and materials inventory management, gained preferably in the water and wastewater industry.
  - Demonstrated experience working within procurement policies and procuring materials and equipment, using requests for quotation, tender, proposal, and standardization.
  - Progressive supervisory experience and a demonstrable history of staff development and performance management.
  - Demonstrated ability to effectively manage a multi-disciplinary staff in a results-oriented environment and in a predominantly unionized setting.
  - A high degree of integrity and self-motivation to investigate, analyse, evaluate and correct inaccuracies or errors in your charge.
  - Demonstrated knowledge of the Occupational Health and Safety Act and Regulations.
  - Knowledge of the Safe Drinking Water Act, the Transportation of Dangerous Goods Regulations, and City of Hamilton bylaws and policies, an asset.
  - Computer literacy and proficiency utilizing Microsoft products (Word, Excel, Outlook and PowerPoint).
  - Knowledge of Kronos (the Department's workforce management software), an asset.
  - Experience with inventory and asset management software (INFOR IPS, INFOR EAM, SAP, or MRP).
  - Highly effective leadership, facilitation, communication, presentation, interpersonal, conflict-resolution, organizational and multi-tasking skills.
  - Ability to deal effectively with elected officials, representatives of other levels of government, management, peers, staff and the general public.
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- A valid Ontario Class "G" Driver's Licence, in good standing.

**NOTE:** As a condition of employment, the successful applicant will be required to obtain a satisfactory Criminal Record & Judicial Matters Check, at their own expense, prior to beginning work in this position.

This permanent, full-time position offers a wage range of \$54.790 to \$64.082 per hour (based on a 35-hour work week schedule).

### **About the City of Hamilton**

Contribute to the City of Hamilton, one of Canada's largest cities – home to a diverse and strong economy, an active and inclusive community, a robust cultural and dining scene, hundreds of kilometres of hiking trails and natural beauty just minutes from the downtown core, and so much more. Join our diverse team of talented and ambitious staff who embody our values of sensational service, courageous change, steadfast integrity, collective ownership and being engaged, empowered employees. Help us #BeTheReason the entire country is talking about Hamilton, and achieve our vision of being the best place to raise a child and age successfully.

### **For full details and to apply**

If you are interested in working alongside a dedicated team that's contributing to the well-being of Hamilton's residents, please visit [www.hamilton.ca/careers](http://www.hamilton.ca/careers) for details on this Superintendent, Inventory & Fleet Management position, **JOB ID #16363**, and to **apply online**, by **Wednesday, July 8, 2020**.

The City is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. If contacted for an employment opportunity, please advise Human Resources if you require accommodation.

*The City of Hamilton values the diversity of our workforce and the knowledge of our people. We thank all who have applied; however, only those under consideration will be contacted.*

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