

Operations Manager

The Position:

[Summit Search Group](#) has been retained by [Pembina Valley Water Cooperative](#) on the recruitment of their next Operations Manager. The Pembina Valley Water Cooperative is a privately held not for profit cooperative, owned by 14 municipalities in Southern Manitoba. PVWC provides a regional approach to producing and distributing high quality, potable water to over 59,000 people for industrial, business, and agricultural needs in the region. With their head office in Altona, Manitoba, they have water treatment plants located in Morris, Letellier and Stephenfield.

The Operations Manager will play a vital role under the supervision of the Director of Operations and Engineering, requiring flexibility and resourcefulness to meet changing daily demands. The successful candidate will oversee day-to-day operations, assist with short- and medium-term planning, and collaborate on long-term strategies, budgeting, and workflow. Highly knowledgeable in water treatment and distribution processes, the Operations Manager demonstrates excellent communication, teamwork, and professionalism. They maintain organized and accurate records, ensuring timely completion of tasks and reports.

Our ideal candidate is a proven leader with experience managing water treatment plants and distribution systems. They are skilled in overseeing maintenance and vendor contracts, ensuring smooth operations and cost-effective procurement. The candidate will be responsible for supporting lead operators, troubleshooting operational issues, and stepping in during absences to maintain continuity.

A strong focus on compliance is essential, including completing annual reports and ensuring all regulatory standards are met. Additionally, you should have experience working with SCADA systems and safety programs, along with the ability to effectively handle budgets and contribute to asset management initiatives.

Operations and Leadership:

- Direct and support water treatment plants, distribution systems, and staff to ensure efficient, compliant operations.
- Step in for absent employees or during high workloads, including lead operators and the Director of Operations and Engineering.
- Assist lead operators with troubleshooting, HR matters, training, contractor and vendor management, purchasing, and fleet maintenance.

Contract and Vendor Management:

- Oversee electrical, instrumentation, and generator maintenance contracts to ensure minimal downtime.
- Manage procurement of parts, chemicals, and safety supplies, ensuring quality and cost-efficiency.

Technology and Safety:

- Oversee all Operational Technology and SCADA systems, coordinating with IT providers on related issues.
- Oversee the company's safety management system to ensure a safe and compliant work environment.

Compliance and Reporting

- Maintain water plant licenses, ensuring compliance with testing, reporting, and environmental standards.
- Oversee the completion of the annual water system compliance report, ensuring accuracy and regulatory adherence.

Budget and Asset Management

- Manage operational and specific plant maintenance budgets to maintain cost-effective operations.
- Help develop and implement the company's asset management program for improved efficiency and reliability.

Qualifications:

- Experience in water treatment and/or distribution is required, with specific knowledge of either lime softening or membrane treatment processes being essential. Knowledge of both processes would be highly advantageous.
- Provincial Certification in water treatment and or water distribution is mandatory.
- 5+ years' experience of management experience in human resources including coaching, discipline, recruitment and retention.
- Demonstrates a commitment to ongoing training & development and willingness to grow and learn new processes.

For more information, or to submit your resume, please reach out to [Gail Eckert](mailto:Gail.Eckert@summitsearchgroup.com), Director, at Summit Search Group, Gail.Eckert@summitsearchgroup.com

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