



May 25, 2022

ENWIN Utilities Ltd. is currently accepting applications for the position of:

Hydro Operations Senior Technical Coordinator

Reporting to the Manager, Hydro Distribution, the successful applicant will be responsible for coordinating the planning, scheduling and execution activities for Hydro Operations with the stakeholders at all levels of capital construction and / or maintenance projects. The Hydro Operations Senior Technical Coordinator will act as the key resource for the development and maintenance of the Hydro departments' project schedules and reports on project execution performance. The successful incumbent will collaborate with the Manager, Hydro Operations in long term planning, analysis of trends, labour relations, and health & safety initiatives and will be responsible to plan, organize, direct, control, review and participate in process improvement initiatives while effectively managing change for the Hydro division.

The duties include but are not limited to: initiation of the 5 year capital plan by coordinating with the Finance, Operations and Engineering departments to provide submissions of capital, contributed capital, labour/material/trucking/services break down with associated supporting documentation including Board letters and business cases for review by Manager and Director; participation in development of annual capital and maintenance budgets for Hydro Distribution; manage hydro distribution project execution from beginning to end using project management methodology and schedule all Hydro capital projects; track and drive issue resolution using proven tools; provide timely and accurate progress reports to manager, sponsors and stakeholders; coordinate the efforts of Engineering, Stores, Purchasing, Contractors, and Operations for efficient scheduling of resources, timely completion of construction and maintenance projects within budgets; analyze maps, approve and administer work orders, create purchase requisitions, and allocate resources and materials; facilitate the prioritization and scheduling of projects; recommend more effective and efficient ways of doing business in collaboration with operations, engineering and materials management; lead the creation, review and revision of hydro distribution work instructions and procedures; participate in long term (annual) planning; research and analyze KPIs and recommend changes to preventative maintenance practices and operational procedures within the Hydro Operations division; actively review apprentice training materials and assist in regular apprentice performance evaluations; support Hydro division Health & Safety initiatives; act as a technical and managerial resource in the Storm/Disaster Restoration Plan.

The successful applicant must have the following skills and competencies:

- University degree in Electrical Engineering, Business or a relevant field of study with minimum of 3 years comparable experience;
or college diploma and 5 - 10 years of progressive hydro field knowledge and experience & project management experience;
or secondary school diploma and 10-15 years of hydro distribution and project management experience.
- Strong project management experience.
- P. Eng. an asset.
- Proficiency in the use of Microsoft Excel, Word, production of Gantt Charts.
- Working knowledge of SAP Work Order System is considered an asset.
- Must understand both inventory management and project management principles, concepts and techniques.
- Experience in electrical utility construction and cost accounting would be assets.
- Self-starter with experience and understanding of hydro business processes.
- Strong attention to detail and accuracy.
- Strong organizational, analytical and problem-solving skills.

Salary Range for Qualified Candidates: \$98,027 - \$108,919

As a prerequisite, it is a requirement to provide proof of being fully vaccinated against COVID-19. Fully vaccinated means that you have received two doses of a two-dose vaccine or have received one dose of a one-dose vaccine, and at least fourteen days have elapsed since receiving the last dose. If you are unable to be vaccinated due to medical reasons or on the basis of creed, we would ask that you kindly provide satisfactory evidence in support of an accommodation under the Human Rights Code. Such evidence may include a medical note from your physician (if your request for an exemption is on the basis of medical reasons), or a letter from your religious leader, religious organization or other suitable documentary evidence (if your request is based on creed).

Qualified applicants may apply at <https://www.applicantpro.com/openings/enwin/jobs> up to and including **Friday, June 3, 2022. Please quote file EWU-22-01-030 on application.** Although all applications are appreciated, only those candidates selected for an interview will be contacted.

ENWIN believes there is significant value in the diversity within our workforce and we are committed to continually enhancing and improving diversity and inclusion throughout our organization. As an equal

opportunity employer, we encourage all qualified individuals to apply for employment opportunities and believe that strength flows from our individual differences and enables us to effectively serve our community.

ENWIN Utilities Ltd. provides accommodation in accordance with applicable laws through all stages of the hiring process. If you require accommodation for any part of the application and hiring process, please advise the Human Resources Department.