



Director of Operations

Ottawa River Power Corporation (ORPC) is a local electrical distribution company serving 11,000 customers in the communities of Almonte, Beachburg, Killaloe, and Pembroke in the beautiful Ottawa Valley. ORPC is seeking an energetic and enthused individual to lead the Operations staff. This position provides an opportunity to join the senior management team. This position provides the technical support and expertise to analyze complex problems and assist the corporation to adapt to new and rapidly changing situations.

Reporting to the President, you will be responsible for the effective management of the construction, operation, and maintenance of the electrical distribution facilities of the Utility. You will provide direct supervision of the Lines Department, stations journeyman, and the Customer Service activities.

QUALIFICATIONS and SKILLS

- Journeyman Certification with a minimum 10 years of related experience in an urban and rural distribution environment including both overhead and underground systems
- University degree or College diploma in Electrical Engineering
- Ability to communicate effectively and concisely, orally, electronically (email), and in writing
- Have a proven ability to supervise effectively; Supervisory experience in an electric utility environment is highly desirable
- Ability to deal with stakeholders in a courteous and tactful manner
- Possess an in-depth knowledge of electric utility construction methods, troubleshooting and repairing system faults, utility protection code, OHSA, and EUSA Rule Book
- Computer literacy and demonstrated proficiency in the use of personal computers and various software applications, such as Outlook, Excel, and Word, AutoCAD, SCADA, and ArcView
- Possess working knowledge of utility fleet maintenance practices
- Be familiar with technical specifications and standards including USF, ESA, CSA, and CEA
- Ability to analyze processes and articulate recommendations for improvements
- Valid Class DZ drivers license with an excellent driving record
- Demonstrated proficiency in project management software an asset
- Post-secondary or continuing education courses in Management Studies and/or Business is an asset

MAJOR RESPONSIBILITIES

- Consults and confers with the President on the day-to-day business of the utility
- Plans, budgets, organizes, and directs the affairs of the Operation Division
- Prepares the budget, monitors, and controls the expenditures for the construction, operation, and maintenance of the distribution system
- Manages staff to ensure the Collective Agreement is administered in a fair and reasonable manner
- Assures employees are adequately qualified and equipped to complete their duties in a competent and efficient manner through performance evaluation, training, work allocation, and problem resolution
- Provides leadership in Health and Safety by assuming overall responsibility and Co-chair of OHS committee
- Ensures staff members comply with all Federal and Provincial legislation including industry codes as well as health and safety, employment, labour, and environmental standards.
- Administers policies and procedures and ensures staff adhere to established safety rules, work practices, construction standards, and corporate policies; Conducts and documents regular crew visits
- Verifies field installations are built to construction standards as required by the construction verification program
- Executes expenditures for plans, projects, and programs according to OM&A and capital budgets
- Ensures fleet equipment is maintained in a safe and reliable condition as per manufacturers recommendations and prescribed regulations
- Develops data management procedures and manages appropriate department records in accordance with corporate safety and equipment programs

In addition to a competitive salary, ORPC also offers a comprehensive benefit package. Interested applicants should submit their resume detailing related education, qualifications, and experience by Friday, March 27, 2015 to:

Ottawa River Power Corporation
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Pembroke, ON K8A 6Y6
Attention: Denis Montgomery
Email: inquiries@orpowercorp.com