

Hydrogeologist (Temporary, for up to 18 months)

Why Guelph?

When you join the City of Guelph, you join a team of over 2000 employees who deliver services the community relies on every day. Together, we are bringing to life Guelph's vision of an inclusive, connected, and prosperous city where we look after each other and our environment. As a single tier municipality, we offer a variety of occupations and career specialities within our organization. Guided by the goals and objectives of the Future Guelph: Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning, the candidate will aid in the achievement of the Community Vision for an inclusive, connected, prosperous city.

What we offer

We offer competitive wages and comprehensive benefits to meet the needs of our diverse employees. Many of our positions offer:

- Paid vacation days, increasing with years of service
- Paid personal days;
- Hybrid and flexible work arrangements;
- Defined benefit pension plan with OMERS, including 100-per-cent employer matching;
- Extended health and dental benefits, including Health Care Spending Account;
- Employee and Family Assistance Program;
- Parental leave top up program;
- Learning and development opportunities including tuition assistance
- Employee recognition programs.

Position overview

We are currently hiring a temporary Hydrogeologist within our Water Services division. Reporting to the Manager of Technical Services, this position will provide professional hydrogeological support, project management, technical expertise and guidance in advancing program recommendations of the City's Water Supply Master Plan, Source Water Protection and Environmental Monitoring programs, achieving the mandate of Guelph Water Services. The hydrogeologist is required to liaise within the department and throughout the organization, including Procurement, Engineering and Transportation Services, Building and Planning Services, as well as external consultants and contractors to effectively coordinate and deliver projects within the established schedule, budget and scope.

Key duties and responsibilities

- Project manage and support municipal water supply investigations (including operational testing programs), well rehabilitation, groundwater monitoring groundwater quality and related data management, and database management.
- Project manage the City's Source Water Protection Program tasks including development and review of Risk Management Plans, Development Planning reviews and other technical

work related to Clean Water Act obligations.

- Act as one of the City's Risk Management Inspectors completing Risk Management Plans and site visits as required.
- Contribute to the continual improvement of the City's Source Water Protection program including the Salt Management Action Plan and Communications Plan.
- Manage data and data requests with respect to Water Services wells, water quality, water quantity and well interference.
- Provide oversight and management of contractor services for well installation/ decommissioning of wells/ well rehabilitation/ liner installations/ pumping tests and other well services.
- Liaise with other Water Services staff and external consultants to provide hydrogeological support to Water Services projects and the Source Water Protection Program.
- Liaise with outside groups such as universities, conservation authorities and other municipalities to coordinate projects.
- Develops formal project documents including Project Charters, Schedules, Risk Registers, and Business Cases, amongst others, and ensures project management vigour consistent with protocols of the City's Project Management Office.
- Complete financial reporting and coordinate project financial accounting including processing of payment certificates and invoices.
- Assist in the development of, review and monitoring of capital budgets.
- Provide hydrogeological support and technical expertise to assist the City's response to proposed regulatory changes to governmental acts, regulations and policies.
- Provide hydrogeological support to other City departments including, but not limited to, Building and Planning Services, and Engineering and Transportation Services.
- Develop presentations to staff, council and related committees.
- Attends meetings with City staff, internal departments and external stakeholders as a representative of Guelph Water Services.
- Supervises procurement of materials, supplies, and equipment, develops and supports service agreements and contracts, develops and awards Tenders, RFP's, RFQ's and manages increases in scope to existing projects.
- Perform other related duties as assigned.

Qualifications and requirements

- A Bachelors of Applied Science in Civil Engineering or Bachelors Degree in Environmental Geoscience or a related discipline. Candidates with an equivalent combination of education and experience may be considered.
- Considerable experience in providing engineering, geoscience or related technical expertise within municipal groundwater supply systems.
- Experience with project management software tools.
- A registered Professional Geoscientist (P.Geo.) and/or Professional Engineer (P.Eng.) in the Province of Ontario in good standing.
- A valid Class G drivers licence with a good driving record. Successful candidates will be required to provide a current driver's abstract prior to their start date to confirm their licence is held in good standing and that it has not been suspended or revoked under the Highway Traffic Act (HTA) or Criminal Code of Canada in the last 5 years. The City of Guelph will take into consideration the number of demerit points and/or nature of the infractions to determine if it meets our requirement.
- Knowledge of the Ontario Water Resources Act, the Safe Drinking Water Act and the Clean Water Act and associated Regulations.

- Knowledge of groundwater flow models and model management.
- Ability to analyse problems, identify alternatives and make recommendations to implement improvements.
- Ability to work effectively in both team situations and be a self-starter able to work with minimal supervision.
- Advanced skills in Microsoft Office (Word, Excel, PowerPoint and Access).
- Excellent organizational skills and project management skills with the ability to set priorities and meet defined project scope, budget and schedule.
- Ability to manage scope, budget and meet tight deadlines as well as properly coordinate the efforts of project teams.
- Knowledge of the Occupational Health and Safety Act and other applicable legislation.
- Excellent communication skills with the ability to communicate with all levels of staff, stakeholders, the media and the public.
- PMP designation is an asset.

Hours of work

35 hours per week Monday to Friday, between the hours of 8:30am to 4:30pm.

Pay/Salary

Non-union Grade: 7: \$58.00 – 72.50 per hour

How to apply

Qualified applicants are invited to apply using our **online** application system. This posting will remain open until the position has been filled. Please note all applicants must complete the online questionnaire specific to this position at the time they submit their resume and cover letter in order to be considered.

Please visit the job posting listed on our City of Guelph [careers page](#) and click on the “Apply for this job” button. Instructions will follow.

The City of Guelph is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive workplace where employees feel welcome, valued and engaged. Our employment policies strictly prohibit all forms of discrimination on any of the grounds in relevant laws. All employment practices are solely based on individual merit, qualifications, and organization's needs at the time. In keeping with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, we are committed to working with and providing reasonable accommodation for qualified individuals in our job application procedures. If you need an accommodation in order to participate in the hiring process, you may contact us to make your needs known in advance.

Personal information collected through the recruitment process will be used solely to determine eligibility for employment. We thank all candidates in advance; however, only those being considered for an interview will be contacted.