



Manager, Operations Position at WDBA

Company Profile

Windsor-Detroit Bridge Authority (WDBA) offers a unique opportunity to make a lasting contribution to the largest bi-national infrastructure project in North America today – the Gordie Howe International Bridge. Join our Canadian Crown corporation in fulfilling our mandate to build and operate this new international bridge at the busiest commercial land border crossing between Canada and the US.

The Gordie Howe International Bridge project is a once-in-a-generation undertaking. Worth \$6.4 billion (CDN), the project includes the delivery of four major components: the longest cable-stayed bridge in North America, the largest Canadian and US Ports of Entry (POE) along the Canada-US border, and a new interchange creating a direct connection into the Michigan Interstate system.

About this Opportunity

At WDBA, we value our people and their contributions in an environment of trust, support and dedication. As a member of the Border Operations & Maintenance (BO&M) Department, reporting to the Chief Operations Office (COO), the Manager, Operations will support operational services relating to research, analysis, report writing, special projects, issue management as well as planning and policy development. This position will be responsible for performing special studies and investigations, collecting and analyzing highly sensitive data and formulating recommendations for strategic planning.

This position will coordinate large, cross-corporate reports and represent the office of the COO on internal and/or external committees/working groups. The position will also support and track the progress of Operations Department administrative tasks and initiatives, including budget, scheduling, communications (internal/external), workshops, corporate goals (Viva Goals), and reporting.

Position Requirements

- University degree in Law, Public Policy, Public Affairs, or other related field is required.
- MBA or Master's degree relating to policy development and implementation preferred.
- 7 years of experience of complex analysis and technical writing experience preferred.
- Experience researching, analyzing, and interpreting legislation, policy, and data relating to capital delivery and border crossings.
- Working knowledge relating to Facilities Management, OMR, Border Operations, and/or Tolling Operations considered an asset.
- 5 years minimum of project management experience in a Federal government or P3 environment.
- Experience managing relationships with senior level management and external stakeholders.
- PMP designation or relevant program management certification is an asset.
- Exceptional data and information analysis, policy development, and technical writing skills.
- Strong interpersonal skills and ability to build and maintain positive relationships.
- Sound professional judgement, initiative, and influencing skills.
- Ability to develop and delivery training programs to staff members.



- Project management and leadership experience.
- Hands-on experience developing and managing department budget.
- Strong understanding of North American border crossing legislation, regulations, policy, and ability to educate non-technical staff on interpretation.
- High attention to detail and organizational ability.
- Microsoft Office 365 suite.
- Power BI, Viva Goals.
- Expert level writing and communication skills.
- Ability to obtain a [Government of Canada Personnel Screening/Security Clearance](#)
- Ability to travel within Ontario and Michigan
- Hours of work may include evenings and weekends

Working at WDBA

Our work offers a perfect balance of reward and challenge. Here are some of the amazing advantages of being part of our team:

- Work with dedicated and collaborative colleagues on a once-in-a-generation project.
- Receive full-time employment with competitive compensation packages.
- Have the opportunity for ample growth and development, including paid training options.
- Be rewarded for being a high performer through our employee performance review program.
- Join one of our many employee-led committees, including supporting the continued development of diversity, equity and inclusion within the workplace.
- Enjoy a comprehensive health and dental package starting on your first day, including short-term and long-term disability benefits.
- Be part of a defined contribution pension plan offered with up to 9% employee/employer match.
- Discuss with your manager hybrid and flexible work options available, including a mixed remote and in-office work environment and flex-scheduling.
- Take advantage of our extensive paid time-off benefits (vacation, personal days, volunteer day, and paid statutory holidays).
- Learn how we support “disengagement” as part of our corporate culture to achieve work-life balance.
- Engage directly with our passionate and experienced leadership team.

How to Apply

Qualified applicants may apply [HERE](#) or email their resume to recruitment@wdbridge.com up to and including May 9, 2024. **Please quote file #WDBA-253.** Resumes must be submitted electronically and are only accepted in MS Word or PDF format.

Although all applications are appreciated, only those candidates selected for an interview will be contacted.

This is a general position summary for a role vacancy at WDBA. A formalized job description or position outline is used to determine that the hiring goals and requirements for each WDBA position are achieved through a standard



competition. The full position outline is provided to candidates selected to participate in the interview process and is to be accepted at the time of hire.

WDBA values talent and diversity as cornerstones of our success and is committed to creating a diverse and inclusive workforce that is reflective of our community and country. To support this commitment, we encourage applications from people of all races, ethnic origins, religions, abilities, sexual orientations, gender identities or expressions.