



Internal/External Job Posting Full Time

Date of Posting: September 13, 2021

Position: Public Works Supervisor

Department: Public Works

Job Function: Reporting to the Director of Public Works and Facilities and working with the Lead hand, the successful candidate will be proficient at developing and leading a team, provide ongoing performance reporting, leadership and direction to staff in a unionized environment. The Public Works Supervisor will offer advice to the Director on the development of plans, priorities and standard operating procedures for designated areas within the Public Works Department.

Duties include, but are not limited to supervising and directing Public Works Operations related to:

- Road, water and sewer service construction and maintenance
- Winter Snow Operations
- Land drainage
- Cemetery operations
- Garbage collection
- Landfill site monitoring and activities related to landfill operations
- Work in conjunction with other staff or contractors
- Daily use of hand and power tools
- Working outside in all types of weather
- At times, this position will require physically strenuous work

Required Skills:

- A thorough knowledge and understanding of industry best practices as it relates to roadwork operations, maintenance and repair (including winter road maintenance and minimum standards)
- Road management knowledge through a Certified Roads Supervisor (CRS) designation (senior level) or ability to obtain
- Knowledge of relevant legislation including, WSIB, OHSA, HTA etc.
- Experience in road construction or maintenance (asphalt and/or concrete work is considered an asset)
- Excellent communication and team skills
- Experience working in a municipal environment is considered an asset
- Completion of the Drainage Superintendent Course through OMAFRA would be considered an asset
- Demonstrated supervisory experience in a unionized

- environment
- Minimum completion of Grade 12 or equivalent
- Certificate as a Public Works Supervisor would be considered an asset
- A valid class “G” driver’s licence to operate light duty vehicle(s) for local transportation (a DZ licence would be considered an asset)
- Strong reading, writing and mathematical skills
- Strong computer skills: Excel, Word, Outlook.
- OACETT certification is considered an asset

Experience:

- Minimum 5 years experience in the maintenance of municipal infrastructure
- Experience with creating departmental work plans and budgeting
- Minimum 3 years of supervisory/leadership experience in a related discipline
- Experience in administering a snow and ice control and infrastructure maintenance program

Hours per Week:

40 hours per week

Rate of Pay:

Salary will commensurate with experience. A comprehensive benefits package and pension plan is also included

Deadline for Applications:

Monday, September 27, 2021 at 4:00 p.m.

Submit detailed resume and cover letter marked “Confidential” to:

The Corporation of the Township of Manitouwadge
Attn: Darren MacKenzie
Director of Public Works and Facilities
1 Mississauga Drive, PO Box 910
Manitouwadge, ON P0T 2C0
Email: pw@manitouwadge.ca

NOTE: Electronic submissions will only be accepted in Word or PDF formats

We thank all applicants who apply for this position, but only candidates selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act, 2001, S.O. 2001, c. 25 and will only be used for candidate selection.

The Township of Manitouwadge is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection process, and work environment. We will accommodate the needs of applicants under the Human Rights Code and Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment process. Please contact the Clerk’s Department at clerk@manitouwadge.ca if you need assistance.