



CAREER OPPORTUNITY
Manager of Works
Job # 14-059

Located only ninety minutes from Edmonton with a population of over 10,500, Whitecourt is a prosperous and fast growing community in central Alberta. Surrounded by beautiful forests and the scenic Athabasca and McLeod Rivers, it is a haven for outdoor recreation. With the combination of commercial, residential and recreational opportunities, Whitecourt offers all the amenities of an urban municipality with that "small town" feel. For more information on Whitecourt visit www.whitecourt.ca.

Our organization now has an opening in the Infrastructure Services Department for a full-time Manager of Works.

Reporting to the Director of Infrastructure Services, this dynamic position is responsible for the daily operation and maintenance program covering Public Works functions for the Town, including: road infrastructure, Whitecourt Cemetery, the Whitecourt Regional Landfill and associated facilities, and equipment fleet and related functions including yards, buildings and inventory control.

Key duties will include:

- Road, sidewalk and boulevard maintenance, signage, traffic control, snow removal, drainage parks maintenance programs and improvements to infrastructure.
- Planning clear communication on upcoming maintenance activities and projects to the public, as well as responding to public enquiries and complaints in a timely, professional manner.
- Managing and preparing department budget.
- Supervision of staff within the department, including hiring, ongoing performance management, and supporting staff in providing excellent customer service.

Qualifications include:

- Strong organizational skills and the ability to deal effectively with the public and contractors;
- Outstanding management and leadership skills;
- At least 3 years of supervisory experience in the Human Services field;
- At least 10 years of municipal infrastructure operations and maintenance experience;
- Certified Engineering Technologist in addition to high school graduation is desirable.

The Town of Whitecourt is committed to its employees and provides a competitive salary range and a first-rate benefits package. The current salary range (2014) for this position is \$75,939 to \$92,391. The successful applicant will be required to pass a pre-employment physical and criminal record check, and provide a drivers' abstract, prior to being hired.

If you feel that you have the qualifications and desire to be part of the Town Team, please submit your resume to the following address prior to 12:00 noon on October 21, 2014:

TOWN OF WHITECOURT
Attn: Legislative Coordinator
Re: Job #14-059
Box 509, 5004 - 52 Avenue
Whitecourt AB T7S 1N6
Fax: 780-778-2062
Email: hr@whitecourt.ca

We thank all applications for their interest, however only those who are selected for an interview will be contacted.