



Flagstaff County is a prominent Agricultural producing region located in east central Alberta. Our rural community with a population of 3,244 is a peaceful, enjoyable, family oriented rural setting with our office located by Sedgewick, 180 km southeast of Edmonton, AB.

If you are interested in being a part of our rural community please submit your resume along with a cover letter by mail, fax or email to:

Flagstaff County
12435 TWP RD 442
PO Box 358
Sedgewick, AB T0B 4C0
Fax: (780) 384-3635
Email: county@flagstaff.ab.ca
www.flagstaff.ab.ca

Contact:
Darrell Szott
Public Works Superintendent
Email: dszott@flagstaff.ab.ca
Direct: (780) 384-4107
Cell: (780) 385-6105

Thank you to all applicants for their interest in Flagstaff County; however only those chosen for an interview will be contacted.

Flagstaff County is recruiting for the permanent full-time position of: **Assistant Public Works Superintendent**

The Public Works Department is responsible for the maintenance and road construction of all municipal roadways and bridges throughout the County. The Public Works Department's objective is to provide a high level of service to landowners by working as a team to achieve successful programs.

Summary of Position:

The Assistant Public Works Superintendent is responsible for the coordination and supervision of the fleet maintenance, road construction, road recovery, dust suppressant, gravel and road maintenance programs of the Public Works Department in accordance with policies and bylaws established by County Council.

Qualifications:

- A diploma in Civil Engineering Technology; or a combination of equivalent education and experience.
- A license to practice engineering independently as a P. Tech. (Eng.) in accordance with the regulations pursuant to the Engineering, Geological and Geophysical Professions Act of Alberta, is considered an asset.
- A minimum of five (5) years experience in the planning, design and/or construction of civil engineering projects (roads).
- A minimum of three (3) years of related experience in a Public Works supervisory role with a strong working knowledge of the principles and practices of supervision to enable him/her to perform his/her duties completely and effectively.
- Thorough knowledge and strong understanding of Public Works operations.
- Skilled in planning and organizing work, supervising staff and delegating work effectively.
- Ability to develop clear and concise reports, correspondence and other written materials, with excellent communication skills.
- Ability to establish and maintain effective working relationships with council, management teams and staff, contractors and others encountered in the course of work.
- Proficiency in Microsoft Office applications.
- Valid class 5 driver's licence.

Position Term: Permanent Full-Time

Hours of Work: 8 hrs./day (40 hrs./week)

Closing Date: This position will remain open until a suitable candidate is selected.

For the full job description, please check our website at www.flagstaff.ab.ca.