



Job Opportunity

Assistant Supervisor of Public Works

Lethbridge County is a vibrant southern Alberta community, located only an hour from the Rocky Mountains and the U.S. border. It is an agricultural hub for Southern Alberta, and a strong driver and producer for the agriculture sector. Surrounding an urban center, this Pride of the Region offers quality country living and is home to over 10,000 residents.

Under the direction of the Supervisor of Public Works, the Assistant Public Works Supervisor will provide field leadership, supervision and technical guidance to foreman and work crews engaged in the maintenance and repair of the county's storm drainage, rural roads and hamlet streets, lanes and sidewalks with the purpose of accomplishing the goals and objectives established for the department.

Other responsibilities will include recommendations to the Supervisor and Director on policy development; capital works projects, planning, budget tracking, administration, personnel management and operational direction of the County's public works maintenance and functions.

Education/Training/Skills Required

1. Diploma in civil engineering technology, and at least 3 years' experience in a public works supervisory role; or an acceptable combination of education and progressively responsible experience may be considered.
2. Must be registered or eligible for membership in The Association of Science and Technology Professionals of Alberta (ASET).
3. Previous supervisory/management experience, preferably in a rural public works and a knowledge of road rehabilitation and maintenance and drainage systems including: theory, principles, practices and techniques of public works, traffic engineering, and public works maintenance functions.
4. Should have or be working on achieving a Certified Public Works Supervisor certificate from the Alberta Chapter – Canadian / American Public Works Association (APWA).
5. Strong working knowledge and the ability to interpret explain and adhere to the requirements of Alberta Occupational Health and Safety, applicable federal, provincial and local laws, codes and regulations.
6. Strong understanding of the principles and practices of public administration, including budgeting, purchasing and the maintenance of public records.
7. Demonstrated ability and experience supervising a team of at least 6 unionized employees.
8. Ability to assist in the planning, directing and integrating, comprehensive public works programs and activities.
9. Ability to analyze field engineering and maintenance issues and problems encountered on job sites and the ability to evaluate alternative solutions and develop sound conclusions, recommendations and courses of action, engage supervisor or higher levels in complex decision making.
10. Ability to develop clear, concise and comprehensive technical reports, correspondence and other written materials.
11. Ability to establish and maintain effective working relationships with County Council, officials, other governmental and regulatory officials, staff, private and community organizations, developers, contractors and others encountered in the course of work.



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Working Conditions

1. This position is based out of the Picture Butte Shop
2. Hours of work will be 7:00am or 8:00am-4:30pm with a 1 hour unpaid lunch, switching seasonally with unionized staff. (8 hrs. per day winter, and 9 hrs. per day summer)
3. Work is performed primarily in the field with office duties as required.

Lethbridge County offers a competitive wage, benefit package, defined benefit pension plan and an engaging work environment.

The full job description is available under this job posting on the Lethbridge County Website.

If you are interested in this position and meet the qualifications, please apply by sending a:

- Cover Letter and Resume
- A copy of your relevant Certifications
- A 5 year Drivers Abstract

To: Lethbridge County, Human Resources

Email: hr@lethcounty.ca

Or

#100, 905 - 4th Avenue South, Lethbridge, Alberta T1J 4E4

Website: lethcounty.ca

This competition was posted Thursday, February 5, 2015 and will remain open until 4:00 pm on **Friday, March 6, 2015.**

Lethbridge County thanks all applicants for their interest, however, only those selected for an interview will be contacted.