



## **SUPERVISOR, PUBLIC WORKS**

### **ROAD MAINTENANCE OPERATIONS**

#### **A Community Pursuing Prosperity, Quality of Life and a Healthy Environment**

Located on the Trent Severn Waterway in central Ontario, the **City of Kawartha Lakes** offers a unique mix of urban, rural and waterfront living to its growing population of 75,000. The City is a progressive, forward-thinking community with a positive business environment and a thriving artistic community. Recognized as a prime tourist area for its year-round leisure opportunities, Kawartha Lakes is rich in culture and heritage, a strong agricultural community, and abundant in all the amenities being sought by residents and visitors alike.

#### **Job Description:**

Reporting to the Area Manager, the Public Works Supervisor is responsible for safe and efficient supervision of the daily operations, including manpower and equipment, to ensure cost-effective delivery of roads services within their defined area, in accordance with applicable legislation, corporate policy and objectives.

- On a day-to-day basis you will be responsible for coordination of winter and summer operations, inspection or surveying of road-works, drainage and infrastructure to identify and respond to deficiencies;
- Recommend solutions, prepare specifications and provisions for purchasing processes per City of Kawartha Lakes purchasing policy;
- Assess pending weather conditions and plan for responsive winter control operations. Manage staff and material resources in an effective manner based on best practices and City protocols and policies;
- Manage a "safety-first" working environment and ensure that all requirements under the Occupational Health and Safety Act and related legislation are strictly adhered to;
- Receive and respond to rate-payer requests for service and enquiries in a timely manner;
- Work both independently and in concert with Area Managers, other Supervisors, staff, contractors, and the public.

#### **Requirements and Qualifications:**

You will be a motivated and competent leader and mentor with a post-secondary education in Civil Engineering, Construction or related field.

- Minimum of four (4) years of progressive experience, preferably in a municipal operations environment, with significant winter control experience;
- C.E.T. or C.Tech designation;
- Supervisory experience in a unionized environment;
- A strong understanding of the Occupational Health and Safety Act, and all applicable legislation pertaining to hours of work, minimum maintenance standards and roads-operations policy and best practice;
- Demonstrated strong skills in verbal and written communication as well as strong computer skills (Microsoft Office – Word and Excel);



- Critical thinking/problem solving and excellent customer service skills;
- A proven ability in supervision and team-building.

The position requires travel throughout the City of Kawartha Lakes and is subject to rotational on-call. It will include additional hours as volume or scope of operations require.

**Salary:** \$71,587 - \$83,747

**How to Apply:** Applications may be submitted by email no later than **4:00 pm** on **September 27, 2017** quoting Job #17-135 to:

Human Resources Officer  
City of Kawartha Lakes  
28 Francis Street  
P.O. Box 9000, Lindsay, ON K9V 5R8  
Email: [jobs@kawarthalakes.ca](mailto:jobs@kawarthalakes.ca)

*We appreciate the interest of all applicants; however only those selected for interviews will be contacted. We will accommodate the needs of applicants in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise Human Resources to ensure your accessibility needs are accommodated throughout this process.*