



OPERATIONS SUPERVISOR, PERMANENT

Closing Date: August 31, 2016

Department: Environmental & Operational Services

File Number: SV16-113

Hours: Monday - Friday 40 hours per week plus overtime as required

Salary: \$68,366 - \$81,388 per annum (currently under review)

PURPOSE AND SCOPE:

Reporting to the Manager of Transportation & Fleet Services as assigned the Supervisor is accountable for providing direction and instruction in the repair and maintenance of the road system. The Supervisor will also carry out operational and maintenance activities related to the road system. Reporting to the Manager of Parks as assigned the Supervisor is accountable for service delivery in Parks.

EDUCATION/SPECIALIZED TRAINING/SKILLS:

- Minimum Degree or College diploma in a related field
- CRS (Certified Road Supervisor) designation preferred
- Certified Engineering Technologist (CET) designation, preferred
- Valid Class G Driver's License and a safe driving record
- Valid Class D Driver's License with "Z" endorsement preferred
- Strong communication skills, both verbal and written, excellent customer service skills
- Strong knowledge of computers and software applications (Microsoft Office Suite)
- Comprehensive knowledge of the Occupational Health and Safety Act
- Comprehensive knowledge of Ontario Regulations pertaining to roads construction and maintenance and traffic standards etc.
- Traffic Safety Training preferred
- Registered Playground Practitioner or Canadian Playground Safety Institute preferred
- Ontario Landscape Land Exterminators licence preferred
- Certified Pool Operator preferred
- Knowledge of tree maintenance and planting activities

WORK EXPERIENCE:

A minimum of five (5) years related experience in a municipal environment is required coupled with at least two (2) years direct exposure as a Supervisor and a sound working knowledge of a municipal roads and open space operations. This will include knowledge and experience with equipment utilized in municipal operations, bridges, sanitary and storm sewers, sidewalks, curb and gutters, drainage systems, traffic signage and markings etc. Demonstrated leadership, communication, decision-making and public relations skills are required with being capable of issuing clearly understandable written and oral instructions. Experience in the administration and interpretation of Collective Agreements is considered an asset.

WORK ENVIRONMENT:

- Regular outside work a requirement
- Evening, night and weekend hours are required
- During the Winter Operations will be Supervisor on the night shift.
- Must be able to participate in the 'On Call' schedule and respond with a maximum response time of thirty (30) minutes to the Yards from the time of the call

Job Description Available Upon Request

Apply By Email:

hrgeneral@city.belleville.on.ca

Apply By Mail:

Human Resources City of Belleville, City Hall, 169 Front Street Belleville, ON K8N 2Y8

Personal information and any supporting material will be administered in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). We thank all applicants who apply but advise that only those selected for an interview will be contacted.

The City of Belleville is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We will accommodate the needs of applicants under 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 the Human Resources Division to ensure your accessibility needs are accommodated throughout this process.

Applicants will be required to provide at their own expense a satisfactory criminal reference check dated within the past six (6) months and if deemed a requirement of the position, a driver's abstract to the Human Resources Department on or before the date of the interview but no later than the commencement of employment if selected.