



Employment Opportunity **Municipal Technologist** **Town of Happy Valley-Goose Bay**

The Town of Happy Valley-Goose Bay is pleased to invite applications for the full time position of **Municipal Technologist**.

General Overview: Under the direction of the Director of Planning and Development Control, the Municipal Technologist will oversee all construction within the municipal boundaries by obtaining: plot plans, construction schedules, building plans and proof of financing. S/he will be responsible for preparing a report and recommendation to Council on the project. S/he will also issue building permits for commercial projects that Council has approved; issue building permits for residential projects after thoroughly investigating and ensuring that all regulations are in order; ensure that Commercial and Residential building projects are adhered to as per the issued Building Permit; oversee the allotment of land within the municipal boundaries as per above; acquire and control grants for all town owned land; deal with Crown Lands and other government agencies to assist land owners in town to acquire proper title to their land; do any survey work for the town as required; attend any meetings with the public, and Council committees, as required; and complete and follow up on all correspondence as may be necessary. The successful candidate will assist in oversight of town Capital Projects and carry out such other job related duties as may, from time to time, be assigned by the Director of Planning and Development and Control and/or the Town Manager.

Qualifications: The successful candidate will possess a high school graduation certificate and a Diploma or Degree from a recognized post-secondary institution in Civil Engineering, Surveying and/or equivalent area of training. S/he must be proficient in AutoCad and will have complete computer capability. S/he will have survey, road and water/sewer experience. The successful candidate must have good written and oral communication skills; hold a current Class 05 driver's license and provide a current certificate of conduct and driver's abstract.

A complete and more detailed job description may be obtained from the Town Office. This position is open to male and female applicants.

Salary: As per CUPE Local 2019 Agreement with the Town of Happy Valley-Goose Bay.

If you are interested in applying for the Municipal Technologist position, please email your resume to: manager@happyvalley-goosebay.com or apply in writing to:

Town Manager
P.O. Box 40 Station B
Happy Valley-Goose Bay, Labrador
A0P 1E0
Telephone 709 896 5616, Fax 709 896 9454

Applications will be accepted for this position until end of day Friday, February 24, 2017.