

Supervisor, Works - Area

Req ID: 2016

Vacancy Type: Permanent

Number of Positions: 1

Closing Date: 06/14/2019

Job Summary

Plan, organize, implement, monitor and supervise all road and related infrastructure maintenance programs to ensure public safety, and adherence to service levels and appropriate regulations. Maintenance programs include (but are not limited to) repairs to: roads; bicycle lanes, curbs; sidewalks and multi-use pathways; storm water infrastructure (Including maintenance chambers, catchbasins, storm sewers, culverts, ditches, creeks and watercourses). Other programs include (but are not limited to) fall leaf collection; debris collection; environmental spills response and containment; and winter maintenance of roads, bicycle lanes, sidewalks and transit stops. Provides support and assistance to internal departments including parks, enforcement and fire.

Skills and Qualifications

- Certified Engineering Technologist (C.E.T.) with OACETT
- Certified Road Supervisor (CRS) with AORS desirable
- 5 years related experience in municipal roads maintenance environment
- 3 years related supervisory experience in unionized municipal roads environment
- Demonstrated competency with Microsoft Office programs and appropriate City applications (including AVL/GPS)
- Demonstrated competency in leadership, accountability, customer service, continuous improvement and City's core values - trust, quality and excellence

Duties and Responsibilities

- Ensure all work is performed in accordance with Council approved service levels and best practices, and in compliance with internal City policies and agreements, (e.g. workplace violence, harassment, standards of behaviour, Collective Agreement) and provincial legislation (e.g. Occupational Health and Safety Act, Highway Traffic Act, Employment Standards Act, Minimum Maintenance Standards)
- Supervise in-house unionized and non-unionized staff as well as external contractors, and manage materials and equipment for works operations programs
- Respond within service levels to service requests from residents, councillors, mayor, senior management and other internal departments, and from external agencies
- Investigate incidents and accidents, environmental hazards, flooding, hazardous road and related infrastructure conditions
- Represent City at pre-discovery and discovery meetings

- On rotational call year round to meet unscheduled/special event/emergency/weather related situations
- Supervise and train unionized employees, assistant supervisor, administrative co-ordinator, temporary and Works Maintenance and Operations staff
- Assist and/or present tailgate sessions to staff and winter orientation to contractors
- Provide input and/or develop standard operating procedures, tailgate topics, maintenance contract specifications and winter orientation
- Input payroll, budget, legal records, work order reports, etc.
- Manage staff issues including investigations, applying appropriate performance/behaviour correction including progressive discipline and assisting/responding to grievances
- Ensure compliance with all occupational health and safety standards and procedures
- Willing to work in any work yards as assigned with periodic rotation

#LI-TW

Hourly Rate/Salary: \$ 86,206.00 - \$ 114,943.00

Hours of Work: 40

Work Location: Can be assigned to work in any of the Works Yards

Department/Division/Section: T&W/Transportation&Works Dept , T&W/Works Operations & Mntce Division , Works Admin,Operations & Maintenance

Non-Union/Union: Non Union

Please apply on our city website by clicking [HERE](#) on or before June 14, 2019.

A Criminal Record Search will be required of the successful candidate, their own expense, to verify the absence of a criminal record for which a pardon has not been granted.

We thank all who apply, however, only those candidates selected for an interview will be contacted.

All personal information is collected under the authority of the Municipal Act.

We are an Equal Opportunity Employer. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, the City of Mississauga will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform Human Resources of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.

