

The Corporation of the Town of Kirkland Lake Public Works Department is seeking a

## **DIRECTOR OF PUBLIC WORKS**

Full-Time / Non-Union

### **Position Overview:**

- Under the direction of the Chief Administrative Officer, and as a member of the Senior Management Team, this position is responsible for the planning, organization, direction and integration of the Town's public works and utilities activities and functions. The Director of Public Works will provide assistance to Town management in areas of expertise, including engineering, municipal water, wastewater collection, street maintenance, waste management and airport operations. Other responsibilities will include policy development, program planning, fiscal and contract management, administration, and operational direction of the Town's public works, water distribution and wastewater collection system maintenance functions.
- **Hours of work:** 40 hours per week
- **Compensation:** \$ 111,321 to \$ 132,675 per annum (to commensurate with experience) with an excellent benefit package

### **Minimum Qualifications:**

- Post-Secondary education in related field;
- Must have a minimum of 8-10 years' progressive experience in public works and utilities;
- Previous experience in a unionized environment is considered an asset;
- Strong understanding of municipal sector and role and obligations of public works services within that context;
- Must have an understanding of theory, principles, practices and techniques of public works, municipal water and wastewater and utilities maintenance functions;
- Working knowledge of legislation including but not limited to the Highway Traffic Act, Minimum Maintenance Standards Ontario Traffic Manuals, and the Occupational Health and Safety Act;
- Excellent organization, interpersonal, verbal and written communication skills to deal effectively with the public, senior management, staff and council when required;
- Exceptional people and management skills with the ability to manage staff at all levels ensuring accountability and performance, coaching and mentoring, relationship/team building, conflict resolution and motivation;
- Analytical, problem solving and decision making skills;
- Experience with budget forecasting and control;
- Must have a valid Ontario Class "G" driver's license, in good standing;
- Must provide Criminal Record Check with history of convictions.

### **How to Apply:**

Qualified candidates are invited to visit the Town's website at [kirklandlake.ca](http://kirklandlake.ca) >>"Town Hall">>"Career Opportunities" to submit their résumé (complete with covering letter) in confidence by **Friday, April 30** at **2:00 pm**.

**We thank all applicants for their interest; however, only those under consideration will be contacted.**

**Personal information submitted is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of the candidate's selection.**

**The Town of Kirkland Lake is an Equal Opportunity Employer  
Accommodations for Candidates with Disabilities are available upon request.**