



The Corporation of the Village of Montrose

EMPLOYMENT OPPORTUNITY

Public Works Foreman

The Village of Montrose is currently seeking applications from a motivated and skilled leader for the position of Public Works Foreman. This is a regular full-time position.

Working under the direction of the Chief Administrative Officer, the Public Works Foreman will be responsible for the Public Works Department which includes operation and maintenance of municipal infrastructure related to water, sewer, roads, building facilities and parks. This position also participates in operating and capital budget preparations, working with and directing general contractors, and leading the public works crew in providing excellent service to our residents.

We are looking for a proven leader with at least five years municipal public works and three years of supervisory experience. The successful candidate must be able to work effectively and tactfully with fellow staff and the public, He/she must have a successful track record in working in municipal public works operations, and proven knowledge and skills in the operations, maintenance and provincial regulations for water and sewer systems. Excellent supervisory and communication abilities, the skills to safely operate a wide variety equipment and tools and good computer literacy ability are all essential.

In addition, the successful applicant will possess the following qualifications:

- EOCP Water Distribution Level II Certificate
- EOCP Wastewater Collection Level I Certificate,
- EOCP Wastewater Treatment Level II Certificate,
- Five (5) yrs direct experience with at least three (3) yrs supervisory experience in Public Works,
- Thorough hands-on knowledge of municipal infrastructure and utility systems,
- Valid Class 5 BC Driver's License with air brake endorsement, and
- Excellent organizational, communication and people skills.

For a full job description go to www.montrose.ca

This is a union position within CUPE Local 2087 and the current rate of pay for this position is \$39.40 per hour (2021 rate) plus benefits package (based on a 40-hour work week).

Persons interested in this career opportunity are invited to apply in confidence, with a resume and cover letter to the undersigned on or before 4:00 p.m., **Friday June 11, 2021** to:

Attn: Chief Administrative Officer
Village of Montrose
PO Box 510
Montrose, BC V0G 1P0
Or e-mailed to: cao@montrose.ca

The Village wishes to thank all applicants for their interest but will only contact those short-listed.

Posted May 14, 2021

PUBLIC WORKS FOREMAN

(PAY GRADE 7)

ACCOUNTABILITY

- Reporting to and receiving direction from the Chief Administrative Officer.

SCOPE

- Actively participating in municipal planning, operations and maintenance of all municipal infrastructures and assets, operating such equipment as qualifications permit.
- Responsibility and accountability for the maintenance and physical operations for the Village Public Works Department including roads, water, drainage and sewer systems, parks and building facilities.

QUALIFICATIONS

- Competence in the use of construction tools, thorough knowledge of municipal infrastructure, thorough knowledge of Workers Compensation safety regulations.
- Demonstrated proficiency in the operation of all public works equipment under all conditions, as well as demonstrated proficiency in either carpentry, electrical, plumbing, welding, auto/heavy duty mechanical or electronic/pneumatic instrument maintenance,
- Licensed to maintain and operate the Village water supply and sewage disposal systems including, or working up to:
EOCP Water Distribution Level 11 Classification,
EOCP Waste Water Collection Level 1 Classification,
EOCP Waste Water Treatment Level 11 Classification.
- Valid Class 5 BC drivers license with air brake endorsement.
- Demonstrated aptitude to assume the responsibility to supervise employees and perform all duties with minimal supervision.

SPECIFIC DUTIES

- Responsible for the overall performance of the Public Works Department.
- Write and submit such reports on the work and/or conditions of the Public Works Department as may be required from time to time.
- Assist in the preparation of Annual O&M and Capital Budgets.
- Obtain quotations, recommend selection and supervise contractors for annual and occasional contract requirements.
- Responsible for Public Works operational related purchases within the approved budget.
- In accordance with Section 117 of the Occupational Health and Safety regulations, General duties of supervisors, directs and trains employees on how to work in a safe manner.
- Responding to public inquires in regards to public works matters.

EXTRANEOUS DUTIES

- Overtime duty and call-out duty as required by the Chief Administrative Officer or by such person appointed to act on behalf of the Chief Administrative Officer.

CONDITIONS

- Membership eligibility in CUPE Local 2087.