



INTERNAL & EXTERNAL JOB POSTING

May 4, 2022

PUBLIC WORKS FOREPERSON

This is a Bargaining Unit Position subject to a job vacancy as per section 11.01 of the collective agreement. The position is directly responsible to the Public Works Manager.

GENERAL DUTIES

- To implement and oversee maintenance, construction and municipal projects within Arran-Elderslie.
- Repair and maintain municipal equipment, vehicles and infrastructure
- Maintain safe working conditions and practices

KNOWLEDGE & EDUCATION

- Ontario Secondary School Diploma
- Mahoney Road School and/or Anderson Road School Certificate
- A valid A-Z driver's license, with a clean abstract
- Experience and knowledge operating Heavy Equipment
- Computer literacy utilizing Word, Excel, Outlook and GIS mapping
- Working knowledge of the Ontario Occupational Health and Safety Act

QUALITIES & SKILLS

- A team leader with a positive attitude.
- Good organization and communication skills with staff and the public.
- Physically capable of handling demanding working conditions, inclement weather and tight deadlines.

HOURS OF WORK

This is a full-time position, including weekends and evenings as required. Work hours 40 to 44 hours per week. A complete job description is available from the Works Manager. Wage \$32.71 per hour - 2022

Qualified applicants are invited to submit a cover letter, resume and references, marked "**Private and Confidential – Works Foreperson**" by regular mail, personal delivery or e-mail no later than Wednesday May 18, 2022 to Human Resources, Municipality of Arran-Elderslie, 1925 Bruce Road 10, P.O. Box 70, Chesley, Ontario N0G 1L0 or Email: HR@Arran-Elderslie.ca

We thank all applicants who apply for the position, but only those candidates selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act 2001 and will only be used for candidate selection. We are an equal opportunity employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, the Municipality of Arran-Elderslie 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 the Municipality of any accommodations(s) that you may require in respect of any materials or processes used to ensure your equal participation.