

## **EMPLOYMENT OPPORTUNITY**

### **PUBLIC WORKS ASSISTANT**

The Municipality of Powassan is seeking candidates for the position of Public Works Foreman. Reporting to the Manager of Operations, the successful applicant will be responsible for the daily supervision and coordination of the Public Works Department, which includes roads, water, wastewater, waste management, and municipal facilities.

#### **Major Responsibilities:**

- Performing daily inspections and operating and maintaining heavy equipment, including, backhoes, trucks, trackless, graders, and loaders.
- Using equipment as directed to perform road maintenance duties such as plowing, sanding, hauling, culvert replacement, bridge maintenance, ditching, brushing, grading, and culvert thawing as required.
- Maintaining cemeteries through grass cutting, installation of foundations, digging graves, and ensuring gravestones are stable and safe.
- Performing routine maintenance on municipal equipment and updating logbooks with maintenance and repair details

#### **Minimum Qualifications:**

- Valid DZ driver's license (minimum requirement).
- Ability to operate heavy equipment including snowplow, backhoe, sidewalk plow, and grader.
- Current WHMIS certification and other safety training (e.g., chainsaw, propane, playground inspection) considered an asset.

A detailed job description is available at the Municipality of Powassan office or at the email address listed below. This full-time position (40 hrs/week) offers pay commensurate with experience, comprehensive benefits, and OMERS participation. The pay range for this position is \$25.12-\$31.40

Applications will be accepted until the position is filled

Interested parties may forward a cover letter and resume to:

Trevor Keefe, Manager of Operations

PO Box 250, 250 Clark Street

Powassan, ON P0H 1Z0

tkeefe@powassan.net

We thank all applicants and advise that only those selected for an interview will be contacted. Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and used for candidate selection. The Municipality of Powassan is an equal opportunity employer. Accessibility accommodations are available upon request under the Accessibility for Ontarians with Disabilities Act.