

Works & Operations Foreman



Effective Date:	Spring 2021
Department:	Works & Operations Department
Accountable to:	Director of Works & Operations
Supervision of:	Public Works & Utilities Crews

Summary

To direct and co-ordinate the day to day operations of the Works & Operations Department. This includes water storage and distribution, sewage collection, transfer and disposal, road maintenance, storm drainage, sidewalks, landfill, cemeteries, city equipment, street signs, and landscaping.

Qualifications

Grade 12 Education
Working knowledge of municipal construction & maintenance - minimum 5 years
Ability to read and understand construction drawings and specifications.
Ability to understand and effectively carry out both written and verbal instructions.
Class 5 Driver's License for the Province of Manitoba
Water & Wastewater Certification will be an asset, successful candidate will be required to obtain & maintain Class II Operator Certification

Key Responsibilities

Effectively communicate orally and in writing to upper management and Council.
Supervision of the heavy equipment, including work force training and overseeing contractors.
Assisting in creating budgets, short & long range plans, maintenance & operations schedules
overseeing Fleet Management Programs
Involvement in the Workplace Safety & Health Committee
The ability to effectively and safely organize the work for the group of employees under his direction.

Measurable Skills

Develop and maintain a good rapport with direct employees.
Maintain a high degree of confidence with the citizens at large, other City officials, boards, and all segments of the Community.

How to Apply

Apply in writing and submit a complete resume, educational background, qualifications and references. Applications will be received until the position is filled, please address application to: Glenna DASCHUK, CAO, The City of Flin Flon
20 First Avenue, FLIN FLON, Manitoba
R8A 0T7
e-mail: gdaschuk@flinflon.ca
fax: 1-204-681-7530