

EMPLOYMENT OPPORTUNITY

PUBLIC WORKS FOREMAN

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:

- Supervises, trains, schedules, and evaluates Public Works staff.
- Assists with recruitment and onboarding of seasonal and full-time employees.
- Oversees day-to-day operations of roads, sidewalks, fleet, landfill, water and wastewater systems, cemeteries, and municipal properties.
- Monitors roads and public infrastructure to ensure safety and compliance with Minimum Maintenance Standards.
- Coordinates and supervises winter control operations, including snow plowing, sanding, and salting.
- Supports maintenance and capital projects and ensures compliance with OHSA, environmental regulations, and municipal policies.
- Operates and maintains heavy equipment as required and liaises with contractors, suppliers, and the public.
- Maintains accurate operational, maintenance, and equipment records.

Minimum Qualifications:

- Secondary School Diploma (Grade 12).
- Minimum of ten (10) years of progressive experience in Public Works, including at least three (3) in a supervisory or lead-hand role considered an asset.
- Thorough understanding of municipal operations, including roads, fleet, water, wastewater, and landfill management.
- Strong leadership, communication, and organizational skills.
- Valid DZ driver's license (minimum requirement).
- Current WHMIS certification and other safety training (e.g., chainsaw, propane, playground inspection) considered an asset.
- Water and wastewater licensing 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 \$30.55-\$42.01

Applications will be accepted until: November 21, 2025, at 11:59 p.m.

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.