

PUBLIC WORKS MANAGER TOWNSHIP OF STIRLING-RAWDON

The Township of Stirling-Rawdon is currently seeking an enthusiastic, team-oriented leader, with a proven track record to fulfill the position of Public Works Manager. This is a full time salary position reporting directly to the Clerk-Administrator and indirectly to Council. The successful candidate will be responsible for the overall operation and administration of the Public Works Department.

In general, the successful candidate will provide operational management and be responsible for overall supervision, organization, co-ordination, control and execution of all functions pertaining to the Public Works Department. As a proven leader, you will serve as a principal resource and advisor (through the Clerk-Administrator) to Council, its committees and boards, and liaise with external agencies and organizations on issues and matters pertaining to the Township operations. The successful candidate must also ensure the effective delivery of services to the residents of the Township of Stirling-Rawdon in a cost efficient and courteous manner.

The ideal candidate should possess the following:

- Civil Engineering Technology Diploma
- Certified Road Superintendent accreditation through AORS
- Minimum 5 years supervisory experience (preferably in a municipal environment)
- Sound knowledge of municipal governance and operations
- Experience in budgeting (operating and capital), road construction and managerial aspects
- Excellent communication skills – written, verbal, report writing and a high degree of competence in public relations and customer service
- Strong decision-making, leadership, interpersonal and team building skills
- Knowledge of water and wastewater systems
- Possess and maintain a valid, unrestricted Ontario Driver's Licence (minimum Class "G")

Note: Different combinations of education and experience may be considered.

The current salary range for the position is \$62 699 - \$69 666 and an excellent benefit package is included.

Qualified candidates are invited to submit a complete resume detailing education, experience and references to the undersigned no later than 12 o'clock noon on Thursday, February 16, 2012.

Kevin Heath
Clerk-Administrator
Township of Stirling-Rawdon
P.O. Box 40
Stirling, Ontario K0K 3E0
Phone: (613) 395-3380
Facsimile: (613) 395-0864
Email: cao@stirling-rawdon.com
or drop off at: 14 Demorest Road, Stirling

All applications are appreciated, however, only those 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 be used only for candidate selection.