



THE CORPORATION OF
THE TOWNSHIP OF BROCK
PUBLIC WORKS DEPARTMENT
SUPERVISOR OF OPERATIONS

The Corporation of the Township of Brock, located in the north-east GTA with a population of 13,000, is primarily a rural municipality situated on the shore of Lake Simcoe having three urban centres – Beaverton, Cannington and Sunderland. The municipality maintains approximately 350 kilometers of rural and urban roads. The Township of Brock requires a highly motivated and energetic individual to fill the position of Supervisor of Operations in the Public Works Department.

Reporting to the Director of Public Works, the Supervisor of Operations is responsible to plan and provide day-to-day supervision of Brock Township's road maintenance and construction projects. This position coordinates daily tasks, monitors project work, conducts road patrols and ensures on-call procedures are followed during winter operations. There is a requirement to be on call during winter months, including evenings and weekends.

The preferred candidate will have:

- Knowledge of municipal operations and relevant financial processes in order to prepare and administer effective programs for the maintenance and/or minor construction of municipal infrastructure including roads, sidewalks, storm sewers and municipal drains;
- Knowledge and experience in the safe operation of road maintenance equipment and heavy machinery operations;
- Excellent managerial, administrative and organizational skills to plan, direct and supervise operation activities involving department personnel and professional and technical persons carrying out contracts for the municipality;
- High level of written and oral communication skills to provide advice and direction to staff, liaise with contractors and interact with the public;
- Knowledge of and ability to interpret and administer a variety of regulations, acts, contractual agreements, policies and guidelines pertaining to the operations of the department (e.g., Highway Traffic Act, Labour Relations Act, Occupational Health and Safety Act, WHMIS and the Municipal Act – Minimum Maintenance Standards);
- Supervisory experience in a unionized environment
- C.E.T. or C.R.S. designation is an asset;
- Proficient working knowledge of computers;
- Valid driver's licence;
- Other duties as assigned.

The salary for this position is accompanied by an excellent benefit package.

If you would like to pursue this opportunity, please submit your detailed resume, in confidence, by **4:30 p.m. on Friday, January 29, 2010**, to the attention of:

Thomas G. Gettinby, MA, MCIP, RPP, CMO
Acting CAO & Municipal Clerk, Township of Brock
1 Cameron Street East, P.O. Box 10
Cannington, Ontario L0E 1E0
Fax: (705) 432 3487
E-mail: tgettinby@townshipofbrock.ca

We thank all those applicants who apply and advise that acknowledgement will only be forwarded to those applicants who are invited for an interview.

All personal information and supporting material received is collected under the authority of the Municipal Act, S.O. 2001, to determine eligibility for employment.