



Employment Opportunity

MANAGER OF PUBLIC WORKS

PERMANENT FULL-TIME POSITION

(Posting #2024-19)

2024 Salary Range: \$107,598.40 - \$126,588.80

Hours: 40 per week

The Township of Lanark Highlands is seeking a qualified, experienced and motivated municipal manager to assume the full-time position of Manager of Public Works. Reporting to the CAO, this position manages all road-related functions and waste management operations, including the human, material and financial resources of the Public Works Department.

The ideal candidate will have acquired related post-secondary education and be a Certified Engineering Technician or Technologist, or equivalent, with a minimum of three years of management experience (preferably in a municipal setting). Candidates with a Certified Road Supervisor designation, combined with a demonstrated commitment to continuing education in public works and asset management, together with relevant experience will also be considered. The candidate's specific experience should include road maintenance, construction and design (preferably in a rural environment), producing tender documents/contracts, working with GPS units for current PSAB requirements, preparing written reports (e.g. staff reports), budgeting, and policy development. Excellent communication/interpersonal skills, strong leadership abilities, an understanding of applicable legislation, and a working knowledge of Geographic Information Systems (GIS) are necessary to succeed in this management role. In addition, knowledge of waste management operations, facilities, household hazardous waste and associated regulations is required.

The Township of Lanark Highlands is an organization that strives to embrace the spirit of inclusion, diversity, equity and accessibility. We are an equal opportunity employer committed to building an inclusive and barrier-free environment in which all individuals

have access to the Township's goods, services and facilities. If contacted for an employment opportunity, please let us know if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process.

The Township offers competitive remuneration, benefits package, and OMERS pension.

A full job description is available at www.lanarkhighlands.ca/lh-town-hall/tenders-employment-opportunities/employment. Interested applicants please send your detailed resume and cover letter to:

Township of Lanark Highlands (Attention Suzanne Charbonneau-Dent, CAO)

“Manager of Public Works Posting #2024-19”

75 George Street, P.O. Box 340

Lanark, ON K0G 1K0

E-mail: cao@lanarkhighlands.ca

Fax #: (613) 259-2291

We wish to thank all applicants for their interest. Only those applicants selected for further consideration will be contacted. We are an equal employer. Personal information collected from applications is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment. Questions about the collection of Information should be directed to the CAO at the above address.