



**INTERNAL/EXTERNAL
JOB POSTING
FULL-TIME POSITION**

Lead Hand (in conjunction with Equipment Operator) – Public Works

Posting Date: October 31st, 2017

The Township is seeking an experienced, knowledgeable and safety-conscious individual to assist the Superintendent of Public Works in the day to day operations of the Public Works Department. As the Lead Hand of one of two Township districts, the candidate must:

- Have three to five years of related experience
- Be qualified and capable of performing all the duties of an Equipment Operator
- Have general knowledge of basic mechanics/maintenance of equipment and/or vehicles
- Be a strong problem solver and able to troubleshoot challenging situations
- Have a High School diploma or equivalent
- Hold a valid DZ license
- Be knowledgeable of safety regulations under the Ontario Health and Safety Act (OHSa) and the Township's safety policy and protocols
- Be a good communicator including: knowledge of Microsoft Office and the use of the Internet.
- Be adept at assigning and evaluating work, carrying out on-site supervision of multiple union employees and contractors for specific Public Works projects, and assessing work orders, traffic control plans, time sheets, etc.

The duties include, but not limited to, overseeing the day to day operations of the Public Works department in the assigned district on behalf of the Superintendent of Public Works, performing tasks related to scheduled maintenance of Township buildings and road systems as assigned by the Superintendent of Public Works and perform emergency repairs when necessary; performing winter maintenance of the road system (including sidewalks and parking lots) by operating municipal equipment as required, including evenings and weekends; conducting road inspections to determine road conditions and hazards (fallen trees, ditching and water ponding issues, signage needs etc.).

A detailed job description is available on the Township's website or by contacting the undersigned.

Salary range: \$23.07-\$28.06 per hour for 40 hours per week, commensurate with experience.

