**Supervisor, Roads Operations & Maintenance (2022-11996)**  
**Public Works – Transportation**  
**Regular Full-Time**  
**Salary Range: $94, 424 -$118,028 per annum plus comprehensive benefits and vacation accrual**

**Reports to**: Manager, Roads Operations & Maintenance

**Size of the Team you will lead:** Approximately 40 staff including Union and Non-Union employees

Are you a **leader** whose sound communication can **mentor, develop and support** a high performing team of professionals?  Do you have experience **managing budgets** and **program planning** in the transportation industry? Are you able to **communicate** effectively through **courageous** conversations with both **union and non-union** employees?

If yes, this role may be for you!

**What you will do in this role:**

* Develop and administer an annual operating budget that identifies resource/funding requirements based on system needs and growth projections for the district of responsibility.
* Determine the type and quantity of equipment and material required to perform all operational functions.
* Provide assistance and recommendations for the development of the annual operating and capital budgets
* Develop, implement and monitor processes related to budget tracking/reporting/measurement matrices monthly, quarterly and annually, to ensure the accuracy and integrity of activity/asset information (financial and nonfinancial) entered into the Hansen IMS system and the alignment of interfaced data with the General Ledger for the district of responsibility.
* Develop and/or provide assistance in developing/initiating/monitoring workflow processes using sound asset management practices as they relate to group/unit/preventative programs in compliance with program performance standards, and report statistical information and relationships between work orders and inspections.
* Supervise staff in the development of terms of reference/specifications for contracted goods and services required to deliver the maintenance program.
* Supervise staff related to the administration of goods and service contracts and contractors ensuring adherence to contract terms and conditions, accurate invoicing, payment and reconciliation processes are applied.
* Ensure that all staff perform their duties accordance with Regional policies and procedures and all relevant Acts and Regulations and Legislation including the Occupational Health and Safety Act
* Sound knowledge of best practices in pro active asset maintenance programs
* Regularly liaising with other departments, divisions, and sections within the Region as well as the Regional Councilors, external agencies, municipalities and the general public.
* Demonstrate a commitment to diversity, equity, and inclusion through continuous development, modeling inclusive behaviors, and pro-actively managing bias.

**What the role requires:**

* High school diploma plus three or more years of formal education in a civil engineering or related field
* 5 years of related work experience within roads construction or a combination of education and experience
* 3 years of direct supervisory/leadership experience
* Direct experience in labour relations and supervising within a unionized environment.
* Proven leader with ability to motivate, coach and mentor staff
* Developed communicator with a creative approach and polished interpersonal skills
* Working knowledge of the industry including professional standards, provincial legislation, collective bargaining agreements and government guidelines
* Strong planner with ability to prioritize and manage time effectively
* Sound judgment with ability to problem solve and develop ongoing solutions
* Computer skills in Microsoft Office including Word, Excel, Outlook and PowerPoint.
* Proven report preparation and presentation skills.
* Effective organizational and time management skills.

**Location:** In this role you will have the ability to work remotely and attend on-site when required based on operational requirements at the **2 Copper Road, Brampton ON** worksite.  The frequency of on-site activities may vary on a weekly basis and based on operational requirements. Your remote work location must be located within the province of Ontario.

**Hours of Work: 35 Hours per week; Monday to Friday.** The Region of Peel offers job based flexible hours of work that allows employees to manage personal and professional responsibilities while at the same time ensures business operational needs and customer service expectations are achieved.

**Interview:** Our recruitment process will be completed with video conference technology.

**If this opportunity matches your qualifications and experience, please apply on-line.**

<https://careers-peelregion.icims.com/jobs/11996/supervisor%2c-roads-operations-%26-maintenance/job?mode=view>

**As part of the Region’s ongoing commitment to health and safety, there are enhanced Covid-19 specific safety protocols and/or personal protective equipment requirements (e.g. masks, eye protection, etc.) in place to help protect health and safety. The additional requirements are determined based on the nature of the work being carried out.**

**New employees are required to be fully vaccinated against COVID-19 as a condition of employment. Being fully vaccinated is determined as the status of having received the full series of approved vaccines (both doses of a two dose vaccine series, one dose of a single dose vaccine series) and any additional doses required and approved by Health Canada and having satisfied the full post vaccination period required to ensure vaccination efficacy. The Region of Peel reserves the right to request proof of vaccination at any time. Acceptable proof includes an Ontario Ministry of Health COVID-19 vaccine receipt which you can obtain through the Provincial portal** [**https://covid19.ontariohealth.ca/**](https://covid19.ontariohealth.ca/)**, or other government-issued vaccine passport or certification.**

**The requirement to be fully vaccinated is subject to the Ontario *Human Rights Code. If you are not fully vaccinated*, a documented medical reason provided by a physician or registered nurse and time period for the medical reason may be accepted.**