



The Municipality of Highlands East Is Currently Seeking A
**Full-Time
Public Works Operations Supervisor – Landfill**

**Salary Range- \$41.25-\$48.52
40 Hours Per Week, Monday to Friday**

Situated on the Eastern side of Haliburton County, Highlands East covers 758 square kilometers with over 70 lakes, pristine scenery and is only a 2.5-hour drive from the Greater Toronto Area. Highlands East is a predominately rural community and is comprised of the amalgamation of the Townships of Bicroft, Cardiff, Glamorgan and Monmouth as of 2001. The hamlets of Cardiff, Highland Grove, Wilberforce, Tory Hill and Gooderham are our settlement areas.

Reporting to the Public Works Manager, the Operations Supervisor - Landfill will be responsible for the daily operations of the Landfill Department and assisting with daily operations of the Roads Department when required. The Operations Supervisor – Landfill will assist with developing, implementing, and administering the objectives, policies and standards as established and approved by Council, in accordance with all applicable by-laws and provincial/federal regulations.

The municipality is seeking qualified candidates with a minimum of four years' experience in a progressively responsible related position. The preferred candidate will possess additional qualifications such as a post-secondary education Environmental Sciences, Civil Engineering or equivalent as well as a Manager of Landfill Operations Certificate or equivalent demonstrated working information. The successful candidate will have demonstrated progressively responsible experience with monitoring budgets, program management, evaluation and decision making. Strong leadership and people management skills are mandatory, including the ability to administer and interpret collective agreements.

If you are interested in joining our dedicated team of municipal professionals, applications **clearly marked "Application – Operations Supervisor- Landfill"** may be submitted on or before 12:00 p.m., Monday, February 12th, 2024 via mail, in person or email. Interested applicants may submit their resume, including references, in confidence to:

Brittany McCaw, CAO/Treasurer
Municipality of Highlands East
P.O. Box 295, 2249 Loop Road
Wilberforce, ON K0L 3C0
E-Mail: bmccaw@highlandseast.ca

A copy of the detailed job description is available upon request or on the Highlands East website at www.highlandseast.ca

We thank all applicants for their interest but only those selected for an interview will be contacted.

The Municipality of Highlands East is an equal opportunity employer. Applicants requiring accommodation are asked to contact the CAO/Treasurer.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, the information gathered will be used solely for candidate selection purposes only. Questions about this collection should be directed to Brittany McCaw, CAO/Treasurer.