

Supervisor of Roads

People, Place, Prosperity

Working within our Strategic Plan, **Cambridge Connected**, and committing to our values of Integrity, Respect, Inclusiveness and Service, the successful candidate will work together to help the City of Cambridge achieve our vision: A place for people to prosper – alive with opportunity.

Job Profile

We are looking for a highly motivated and dynamic Supervisor of Roads within the Infrastructure Services Department, Operations Division. You will be responsible for leadership and supervision of effective and efficient operation of the Roads area. Working closely with peers to achieve a common and cohesive approach to sectional objectives, you will schedule, coordinate and supervise the work programs with a focus on short-term workflow planning to ensure that customer service expectations and regulatory compliance is being consistently met by crews.

What you will be doing

- Provides front line supervision of staff including work program scheduling, resource allocation, workflow monitoring, timesheet approvals, performance monitoring, discipline, and ensuring that all documentation is completed (specifically managing service requests and workorders).
- Conducts short term work planning (daily to monthly) for the effective implementation of proactive and re-active work programs through staff, in alignment with the parameters (materials, safety, work methods, quantity/quality requirements) established by the Manager of Roads Operations.
- Responsible for completing work within established operating budgets; specifically monitors and manages program level budgets based upon approved levels of service. Assists manager in preparation of annual operating budgets with technical input for capital programs and budget preparations.
- Ensures preventive maintenance, operational and seasonal activities are current, fully documented, scheduled and recorded through the Work Management System.
- Liaises with peers, contractors, outside departments and organizations to build working relationships and cooperative best management practices for the industry to improve safety, efficiency and technologies being utilized to perform required tasks of the division.
- Conducts front line customer service including investigating, documenting and resolving concerns and complaints or providing program information.
- Selects, trains, directs, evaluates, motivates and develops staff to ensure consistent results in alignment with service level expectations. Participate in ongoing staff monitoring including grievance process, labour relations, performance reviews, and monitoring staff behavior.
- Assures compliance and documentation, as applicable, to regulations and standard operating procedures. Participates in the development and maintenance of Standard Operating Procedures and is responsible for training and implementation of new and existing Standard Operating Procedures.
- Identifies training needs for field staff and recommends training opportunities, and, where appropriate, will deliver training to staff.
- Ensure employees work in compliance with the Ministry of Environment and Ministry of Transportation, Occupational Health and Safety Act, regulations, and Corporate Health and Safety Policies and Procedures, and to take every reasonable precaution to protect the workers.

- Collaborates with the development and delivery of asset management maintenance activities to extend the life cycle of infrastructure in a cost-effective manner, including optimization of people, materials and equipment.
- Position provides after-hours Supervisory standby duties to coordinate reactive response to reported road issues. After hours standby and work performed is eligible for overtime and/or time in-lieu as per Corporate Policies.
- Consistently models Corporate Values and Behaviours (Respect, Integrity, Service and Inclusiveness).
- May perform other related duties as assigned

Education

Three (3) year college diploma in Civil Engineering Technology or related field (or equivalent).

Certifications

Certified Engineering Technologist

Certified Road Supervisor (CRS) designation(s) would be an asset.

Experience and Knowledge

- Four (4) years of previous roads operation experience with at least three (3) years of supervisory experience in a unionized environment, leading and developing field crews.
- Comprehensive understanding of the collective bargaining agreement and a working knowledge of the collective bargaining process.
- Proficiency in Microsoft Office – Word, Excel, PowerPoint, and Outlook.
- Valid Driver's License and access to a reliable vehicle for business purposes. The successful candidate would have to provide proof that a valid driver's license is held upon being hired.
- Knowledge of Occupational Health and Safety Act, Maintenance Standards, Excess Soils Legislation, materials management, Geographic Information Systems, and work management systems (Maximo) would be an asset.
- Must be reliable and have a good attitude and employment record.

We will ask you for these items if you are hired

Proof of your current and valid certificate(s) and/or educational qualifications.

Supervisor Health & Safety Awareness Training Certificate from the Ministry of Labour

Valid G driver's license.

Your compensation

This position is within Grade 5 of the Non-Union Salary Schedule and has an annual salary range of \$94,039 to \$114,678 (2025 rates), based on working 35 hours per week. We offer a comprehensive benefit package and are an Ontario Municipal Employees Retirement System (OMERS) employer.

Hours of work

- Standard hours of work are weekdays 7:00 am to 3:00 pm, night shift 11:00pm to 7:00am Sunday to Thursday, and will include future afternoon shifts. All shifts are assigned on a rotational basis with other Road Supervisors.
- After hours on-call rotation required. Must be able to respond on-site within 30 minutes when on-call

Posting closing date

To apply, submit your candidate profile and application through cityONE Careers by November 21, 2025.

Accommodation needs and protection of privacy

The City of Cambridge recognizes and appreciates diversity and inclusion enhances our public value commitment.

We strive to create an accessible and inclusive experience and encourage all qualified people to apply, including and especially people from equity-deserving groups. Qualified applicants will receive consideration for employment with honour and respect toward their individual dimensions of diversity. We strive to remove barriers that may prevent qualified applicants from fully participating in the recruitment and selection process. Accommodation in accordance with the Ontario Human Rights Code and other applicable legislation is available throughout all stages of the recruitment and selection process. Contact HRServices@Cambridge.ca to make your needs known in advance.

For more information on our Employment Equity, please read our full [policy](#).

Personal information collected in relation to the recruitment process is collected under the authority outlined in the Municipal Freedom of Information and Protection of Privacy Act and used solely to determine eligibility for employment with the City of Cambridge only.