

Welcome to Northumberland County, where you can build a thriving career while making a lasting impact in our communities. We're a forward-thinking organization, setting the standard for county government by providing leadership and support to our municipalities and residents.

We're committed to your growth, offering educational and career development opportunities to help you reach your full potential. Our dedication to diversity, equity, and inclusion reflects the rich communities we serve, driving innovation and excellence in our workforce.

Join Northumberland County and be part of a team that values your growth, supports your well-being, and empowers you to make a difference.

Currently, we are looking to fill the following existing vacancy:

Supervisor, Road Operations and Construction

Permanent, full-time (6 months days, 6 months nights)

Salary: \$90,288.00 - \$112,855.00 (based on a 40-hour work week)

Work Location: 60 Elgin Street, Cobourg, Ontario / 4218 County Road 25 Morganston, Ontario.

Reporting to the Manager of Roads Operations, you will direct and supervise work crews and contractors for maintenance/construction of all County roads, structures, and safety systems. You will also provide input into assigned budgets, prepare contracts, monitor contract budgets, and ensure that all contract maintenance repairs are completed in a timely manner. An excellent communicator, you will provide front-line customer service by investigating and responding to concerns of residents, other divisions, outside agencies, and County Council. You will oversee Winter Road Operations during the nightshift from mid-November to mid-April. You will direct and supervise work crews for the maintenance of all County roads, structures, and safety systems to ensure compliance with Minimum Maintenance Standards O.Reg. 239/02. You will take after-hours calls and respond to callouts and emergency road closures. You will be responsible for record keeping in relation to staff hours, overtime and ensuring hours of service have been reported, by staff.

Education and Experience:

- Secondary School Diploma required and/or any equivalent combination of training and or experience that provides the required knowledge and abilities.
- Five (5) years of road operations experience in maintenance & construction as well as winter maintenance experience.
- At least, two (2) years current related experience, in a supervisory capacity.
- A Certified Roads Supervisor (CRS) designation from the Association of Ontario Road Supervisors is an asset.
- Knowledge and experience working in a unionized work environment.
- Knowledge of the OHSA, WHMIS, Construction Lien Act, human rights legislation, road construction/maintenance methods.
- Knowledge of Minimum Maintenance Standards, Excess Soils Regulations, Highway Traffic Act, Ontario Traffic Manual etc.
- The ability to work dayshift, nightshift, on-call, beyond regular hours, and drive in varying climatic conditions.
- You must be knowledgeable with Microsoft Office Suite, adept at learning other program specific software and ability to keep accurate and detailed records.
- Self-motivated and able to act independently and as part of a team.
- You have experience in administration, including financial and operational requirements.
- Excellent organizational skills, detail oriented with the ability to manage multiple assignments ensuring to meet deadlines.

- Customer service skills and well-defined sense of diplomacy, including solid negotiation, conflict resolution, and people management skills.

What Makes a Career at Northumberland County Different?

Unlock your potential: At Northumberland County, your growth matters. We offer professional development and provide opportunities that empower you to excel and advance in your career.

Join a passionate team: Be part of a diverse, inclusive team where collaboration thrives, and every voice is valued. Together, we achieve greatness.

The Best of Both Worlds: Enjoy the beauty of natural living alongside a vibrant, dynamic work environment, offering the perfect blend of career success and work-life balance.

What We Offer:

- **Comprehensive Health Plans:** We care about your well-being, offering occupational and mental health supports, an Employee and Family Assistance Program (EFAP), and benefits plans for eligible staff.
- **Competitive Compensation:** We regularly review pay equity and compensation to ensure competitive salaries, supporting a livable life.
- **Livable Communities:** Enjoy access to beaches, trails, restaurants, and cultural events. Northumberland County offers a unique combination of natural beauty and vibrant community life.
- **Learning and Development:** Professional development is at the heart of our success, providing opportunities for growth and excellence.
- **Retirement Savings:** We offer the exceptional Ontario Municipal Employee's Retirement System (OMERS), a defined benefit pension plan to help you plan for a stress-free retirement.
- **Employee and Family Assistance Plan:** Our wellness program includes health support and assistance to ensure your well-being.
- **Work-Life Balance:** We offer flexible work options such as compressed working weeks, and potential hybrid work arrangements for eligible positions to encourage the right balance between work, life and play.

At Northumberland County, you'll find endless opportunities for growth, a supportive team, and a perfect balance between rewarding work and natural living —join us and make a difference in a place where your career and well-being truly matter.

How to Apply:

A valid Class G driver's license with a clean abstract and access to a personal vehicle is required. A 3-year uncertified driver's record obtained from Service Ontario must be submitted with your resume.

Resumes submitted without an acceptable driver's abstract will not be reviewed.

The successful candidate will be required to submit a satisfactory criminal background check prior to the commencement of employment. We thank all applicants for their interest, however, only those selected for an interview will be notified.

When emailing your application, please ensure your cover letter, résumé and any other supporting documents are submitted in one file (preferably MS Word (.docx) or Adobe (.pdf)).

We invite you to submit your application **by 4:30pm on Friday, June 20, 2025, to:**

Human Resources
County of Northumberland
555 Courthouse Road
Cobourg, ON K9A 5J6
Email: hr@northumberland.ca

Fax: 905-372-3046

Please note that accommodations are available, upon request, to support applicants with disabilities throughout the recruitment process. Please e-mail your request to accessibility@northumberland.ca or call 905-372-3329 ext. 2327. Alternative formats of this job posting are available upon request.

Personal information collected through the recruitment process will be used solely for the purpose of candidate selection, in accordance with the Municipal Freedom of Information and Protection of Privacy Act.