



The Town of Newmarket, Public Works Services  
Requires a **Supervisor, Roads**  
Full-time – (40 hours per week)

### **About Newmarket**

The growing community of Newmarket is home to 90,000 people and located 40 minutes north of Toronto, in York Region. As one of the most densely populated communities in Ontario, Newmarket may be small in area, but BIG things are happening there. From the transformation of a community landmark, the Mulock Property, into Newmarket's very own Central Park to the renewal of the urban corridors to make them even more eclectic, vibrant, livable, and lovable – the Town of Newmarket is always looking forward.

### **Who are we looking for?**

Under the direction of the Manager, Operations, the Supervisor, Roads is responsible for the delivery of activities of a large Roads Sub-function within a large and complex Business Unit of the Public Works Department. This position is responsible for the construction and regulatory infrastructure maintenance programs of Town roads, sidewalks and boulevards (including the winter maintenance snow clearing operation); associated vehicle and equipment inspection and maintenance and acquisitions.

### **How do I qualify?**

#### **Credentials**

- Post-secondary diploma in civil engineering technology with registration at the technician level with Ontario Association of Certified Engineering Technicians and Technologists (OACETT) or eligibility to obtain same and significant demonstrated related experience or extensive demonstrated related experience with training in the activity of roads maintenance.
- Certified Roads Supervisor designation in good standing.
- Class "D" Driver's license with "Z" air brake endorsement in good standing.

### **Knowledge/Skills Required**

- Demonstrated responsible experience at a supervisory level.
- Strong customer service orientation, interpersonal, consultative, problem-solving, analytical and presentation skills.
- Strong verbal and written communication skills.
- Demonstrated knowledge of budget preparation and management.
- Proficient in the use of MS Office (e.g. Word, Excel, PowerPoint and Outlook) and GeoTab GPS tracking system.
- Progressive experience in a public works environment with progressive knowledge of road maintenance and construction.
- Progressive knowledge of road infrastructure principles and operations, materials and supplies.
- Demonstrated extensive knowledge of road construction equipment (dump truck, front end loader, and sweeper).
- Knowledge of applicable legislation, bylaws, legal proceedings and the ability to interpret legislation such as Accessibility for Ontarians with Disability Act (AODA), Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), Occupational Health and Safety Act, Employment Standards Act as well as the traffic control regulations and MMS Reg. 239.
- Risk management experience inclusive of knowledge and experience in health and safety as it relates to operational, technical and other directly related areas.
- Knowledge of municipal purchasing procedures including tender and contract administration.
- Knowledge of research methodologies in order to research on maintenance repairs, equipment information, and new acquisition of vehicles and equipment.

**Salary:** \$93,783 - \$117,229

### **How do I apply?**

Please apply online at [www.newmarket.ca](http://www.newmarket.ca) by 5:00 p.m. on **June 19, 2024**, quoting the file number **25-117**.

The Town of Newmarket is committed to accommodate all applicants in accordance with the Ontario Human Rights Code for all employment activities including the recruitment process. Please no phone calls.