



## **Transportation Supervisor**

The Town of Bradford West Gwillimbury offers a return to small town charm while being one of the country's fastest growing communities. We are a vibrant, thriving community that possess a sense of pride and where community spirit prevails. Our town is committed to being a complete and healthy community where there are opportunities for everyone to contribute and to benefit. We are seeking a highly motivated and skilled professional to join the Transportation division.

Reporting to the Manager of Transportation, the role will support and assist in the planning, scheduling and evaluation of maintenance and road repairs, sidewalks, curbs, traffic signs, street lights, traffic signals, watercourses, catch basins, boulevards, bridges and associated winter control operations; including salting/sanding, ploughing, and snow removal. In this role, the candidate will provide technical on-the-job leadership to staff and contractors while ensuring safe and efficient supervision of daily operations and equipment, cost-effective delivery of services, in accordance with applicable legislation, corporate policies and objectives. In addition, the role will process timesheet submissions, oversee inventory control, purchasing, invoices and related documentation. The individual is responsible for staff development and safety, performance management and assisting with recruitment and training. The role will also aid with development and broadcast of procedures and policies, budget preparation and administration; provide input into forecasts and work plans; coordinate repair to fleet/equipment; and provide back-up support as needed.

The successful candidate must possess a Certified Road Supervisor designation and five years' supervisory experience including three years' road operations and fleet maintenance. Diploma in Engineering or a combination of experience in the public works sector and completion of courses from the municipal infrastructure training programs is also required. Demonstrated ability to prepare work schedules, practical knowledge of construction practices, road maintenance, and snow removal fundamentals, contemporary management practices, labour relations and collective agreement administration is also an asset. In addition, candidates must possess a thorough working knowledge of the Occupational Health & Safety Act, Municipal Act, Highway Traffic Act, Ontario Traffic Manuals, Fisheries Act, Environmental Assessment Act, Drainage Act, Mining Act, Aggregate Resources Act, Criminal Code of Canada, Section 22, and sound safety practices in road repair and maintenance. Candidates must be able to promote a culture of inclusiveness and work with a diverse population of employees, contractors and the general public. A valid class "G" driver's license in good standing, availability to work flexible hours when required and respond to after hour emergencies is needed. In addition, the successful candidate must complete a Criminal Record Check as a pre-condition of employment and must be able to provide proof confirming receipt of the full series of a Covid-19 vaccine as a condition of hire in accordance with the Town's mandatory vaccination policy.

The position offers a salary range of \$78,545 to \$98,181 (2022 rates) based on a 40 hour work week, plus a competitive benefit package.

To explore this challenging opportunity further, we invite qualified applicants to forward their resume and covering letter in confidence, quoting file number **2022-TS08** by **August 31, 2022** to:

Town of Bradford West Gwillimbury, Human Resources Department  
125 Simcoe Road, P.O. Box 160, Bradford, Ontario L3Z 2A8  
Fax: 905 775-8633 or email [hr@townofbwg.com](mailto:hr@townofbwg.com)

***We thank all applicants for their interest. However, only those being considered for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act, and will only be used for candidate selection.***

***The Town of Bradford West Gwillimbury is committed to equity in employment. As an equal opportunity employer, we are committed to establishing a qualified workforce that is reflective of the diverse population we serve. We encourage applications from Indigenous peoples, racialized people, persons with disabilities, and those who identify as LGBTQ2S+.***

***The Town of Bradford West Gwillimbury is committed to providing accommodations based on any human rights protected grounds and in accordance with the AODA, throughout the recruitment and selection process. If you require accommodation, please notify us when contacted for an interview and we will work with you to meet your needs.***