

EMPLOYMENT OPPORTUNITY: PUBLIC WORKS TECHNOLOGIST

The Town of Gananoque is looking for a dynamic individual to serve as a full-time Public Works Technologist. The successful candidate will be responsible for providing technical support to the Public Works Department.

KEY DUTIES AND RESPONSIBILITIES

- Provide technical support relating to the repair, maintenance, and replacement of Town assets, such as roads, bridges, sidewalks, sewer and water mains, streetlights, and stormwater infrastructure.
- The individual will be responsible for pre-engineering such as locating underground infrastructure; organizing geotechnical investigations; performing detailed topographic surveys; construction design using AutoCAD Civil 3D; preparing and reviewing design sheets and tender documents.
- Responsible for providing engineering review and comments for development permit applications, inspection and approval of installed municipal services, review and approval of the following permits: encroachment, fill and alteration, driveway entrance, municipal consent, and lot grading.
- Duties also include undertaking investigations and preparing technical studies related to transportation engineering, annual traffic counts, annual sign, sidewalk, road, tree inspections, and assist with GIS updates.
- The individual will liaise with contractors, consultants, utilities, town staff, council, and residents.

REQUIRED QUALIFICATIONS AND COMPETENCIES:

- Post-secondary education in civil engineering technology must be a member in good standing with OACETT or equivalent education, experience and professional accreditation.
- At least 3 years of progressive experience in the field of municipal infrastructure, construction, and supervision of job sites with knowledge of construction practices and standards including design review, construction inspection, purchasing of materials and supplies, and award of contracts/tenders.
- Thorough knowledge and understanding of drinking water, wastewater, and stormwater quality management systems.
- Proven and quantifiable project management experience, as well as exceptional planning, organization, analytical, decision making, and problem-solving skills.
- Excellent verbal and written communication skills; uses tact and diplomacy; effectively delivers consistent messages and possesses expert technical skills.
- Ability to build cooperative, collaborative working relationships both internally and externally.
- Demonstrated level of professionalism and confidentiality with strong ethics.
- Computer proficiency in MS Office and engineering software such as AutoCAD Civil 3D, ArcGIS, Topographic Survey equipment and associated software,

The 2025 annual salary range is \$78,312 - \$93,226 based on a 40-hour workweek with an excellent benefit package. Interested applicants should apply in confidence no later than:

Monday, April 21st, 2025 at 4:00 P.M. to the attention of:

Melanie Kirkby, CAO, Town of Gananoque
30 King Street East, Gananoque Ontario, K7G 1E9
Phone: 613-382-2149 ext. 1113 or
Email: HR@gananoque.ca

We appreciate the interest of all applicants; however, only those selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected and will only be used for the purpose of candidate selection. The Town will provide accommodation for individuals with accessibility needs.