

## Job Title: Road Operations Technician

At Halton Region, we treat everyone with respect, honesty, fairness and trust. As an equal opportunity employer, we are committed to establishing a qualified workforce that is reflective of the diverse population we serve. Halton Region is committed to providing accommodation to individuals with disabilities throughout the recruitment process.

If you are looking for a role where you can lead a team towards the delivery of municipal infrastructure projects for the residents of Halton, we want to hear from you. Over the next 10 years, the Region will be investing over \$5 billion in transportation, water and wastewater infrastructure. We are committed to delivering high quality infrastructure for the residents, businesses and visitors to Halton Region, and are looking for dedicated, forward thinking and enthusiastic individuals to join our Public Works team!

**Posting ID:** 3725

**Department:** Public Works

**Division:** Waste Management & Roads Operations

**Pay Range:** \$60,937- \$81,255

**Job Type:** Permanent

**Hours of Work:** 35 hours per week

**Work Location:** Halton Regional Centre, 1151 Bronte Road, Oakville

**Employee Group:** OCT

**Posting Date:** January 7, 2025

**Application Deadline:** January 28, 2025

### Job Summary

Responsible for coordinating, planning, implementing and assisting in various inspections and maintenance programs for all Regional roads as well as conducting periodic Road Patrols to ensure Halton meets minimum maintenance standards for Municipal Highways (Ontario Regulation 239/02). This position also ensures that basic needs of the existing road network system are monitored on a consistent basis within the requirements of the provincial regulations.

### Duties & Responsibilities

- Schedule and conduct weekly road network inspections to identify unknown alterations and monitor contracted patrol services.
- Conduct field inspections, document, and report any non-compliance items associated with permits and by-laws administered by Road Operations & Maintenance team.
- Manage and implement the Regional Road Name Sign Program.
- Assist with the review, approval, and inspection permits within the regional right-of-way
- Assist with the management of the Route Patrol manager system including the issuance and closing of work orders.
- Participate in the implementation of various regional road maintenance programs including Crack Seal, Spot Repair, and Halton Region's Landscape Guidelines.
- Conduct periodic inspection of issues arising from internal and external inquiries, as well as various asset management and road maintenance programs.
- Attends meetings with lower tier municipalities, contractors, internal staff for works project delivery teams to pro-actively review / provide feedback / monitor traffic management plans.
- Assist in the delivery of programs supporting the Region's asset management program for Road capital assets, noise / retaining wall and bridges / culverts / guiderails / TouristOriented-Directional Sign program / Emergency Detour Route and pavement marking reviews.

### Skills & Qualifications

- Diploma in Construction or Civil Engineering.
- Minimum of two (2) years of relevant experience.

- Strong analytical, organizational, time management, project management and critical problem-solving skills.
- Strong customer service skills and a commitment to quality and compliance.
- Practical knowledge in Civil Engineering principles, practices of Road Maintenance / Traffic Engineering.
- Comprehensive knowledge of the OPS Standards, TAC Geometric Design Guide, Ontario Traffic Manual (OTM) and Highway Traffic Act (HTA).
- Excellent computer skills in Route Patrol Manager or other road patrol software, Microsoft Office, databases and ArcGIS application.
- Currently registered as a member of The Ontario Association of Certified Engineering Technicians and Technologists (OACETT) and actively working towards obtaining C.E.T. designation with OACETT.

## **Working/ Employment Conditions**

### **Working Conditions**

- The incumbent will be required to occasionally work outside of Halton's core work hours, may be required to participate as a staff member of after-hours standby.
- Travel is required. Incumbent must supply their own transportation at times to travel between locations within Halton Region.

### **Employment Conditions**

- The incumbent will be required to provide a copy of their driver's license by their first day of employment.

### **Important information about your application:**

- In accordance with requirements in Ontario Regulation 191/11 – Integrated Accessibility Standards and the Ontario Human Rights Code, Halton Region will accommodate the needs of individuals with disabilities throughout the recruitment process. If you require accommodation at any stage of the recruitment process, please inform the Talent Acquisition representative of the nature of the accommodation(s) you require.
- Please submit your application online. We will accommodate individual needs for applicants with disabilities and others who are not able to apply online. If you experience any issues with submitting your application, please contact HR Access at 905-825-6000 extension 7700.
- Applications will be accepted until 11:59 p.m. on the deadline date specified on the posting.
- We encourage applications from all qualified individuals; however, only those under consideration will be contacted.
- Personal information collected through the job application process will only be used for the purpose of determining qualifications for employment.
- If selected for an interview, you will be contacted by email and/or phone. Please ensure the contact information provided on your resume is up to date and that you check your email and voicemail regularly.

Halton Region serves more than 624,000 residents throughout Burlington, Halton Hills, Milton and Oakville. We are committed to the delivery of high quality programs and services that make Halton a great place to live and work. We engage great people who contribute to meaningful work that makes a positive difference in our community. At Halton, you are encouraged to grow and succeed in your career and are recognized for your accomplishments and contributions. As an employee, you will be part of a progressive, service focused and award winning employer with a diverse and inclusive work environment.