



**Full Time Public Works Manager
Posting #PW2025-006
\$89,398 - \$115,440 annually**

MANDATE:

Responsible for coordinating pre-construction activities such as municipal class environmental assessments, engineering investigations, surveys, utility relocation and replacement, consultation with local conservation authorities, local municipalities and any other agencies. To prepare yearly capital construction and engineering budgets for roads, bridges, and trails. To coordinate the development of tender documents and construction drawings for the County construction capital, pavement preservation, and engineering program and maintain ongoing cost control during projects. To provide leadership, direction and coordination of engineering and construction work, including staff and contractors; promote health and safety at the work site. To assist in the development and implementation of departmental goals, objectives, policies and procedures. To respond to and investigate any inquiries and/or complaints from the public. Understanding and familiarity with the Highway Traffic Act, Municipal Act, Ontario Traffic Manuals, Occupational Health and Safety Act and regulations, Ontario Water Resources Act, Environmental Protection Act, Conservation Authority Act, Drainage Act, Geometric Design Standards for Ontario, Municipal Class Environmental Assessment, Transportation Association of Canada (TAC) Manual, and the Ontario Roadside Safety Manual. Research, write, prepare and present reports, with recommendations to the Director, CAO, committees and Council.

MINIMUM QUALIFICATIONS:

Three-year college diploma in Certified Engineering Technology or related field, plus Certified Engineering Technologist (CET) designation. Six years of related progressive experience, including supervisory. Ability to analyze and solve problems on construction projects while maintaining quality assurance. Broad range of communication skills including being able to respond to complaints, drafting complex documents. Effective written, verbal, listening and communications skills. Ability to prepare and present Council reports on a regular basis.

This position is evaluated at Level 9 (\$42.98 - \$55.50) per hour of the 2025 NUG Salary Grid. Date of opening: April 22, 2025.

Lanark County Offers:

- **Competitive salary package.**
- **Extended healthcare coverage, dental/vision care, disability insurance, life & dependent life.**
- **Ontario Municipal Employers Retirement System (OMERS) pension plan.**
- **Competitive paid time off (vacation, floats, sick, etc).**
- **Flexible working arrangements.**
- **Employee Assistance Plan (EAP).**
- **Wellness promotion account.**
- **Training and development opportunities.**

Lanark County employee slogan is "Working Together to Achieve Greatness." If you embrace this ideal, we look forward to receiving a detailed resume, **quoting posting number PW2025-006, no later than Tuesday, March 11th, 2025** addressed to: Lanark County, Human Resources, Administration Building, 99 Christie Lake Road, PERTH, ON, K7H 3C6; Fax #: 613-267-2539; **Email: pwjobs@lanarkcounty.ca** **When emailing your application, please ensure your cover letter, résumé and any other related documents are submitted in one file preferably MSWord (.doc or .docx) or Adobe (.pdf).** Email subject line should include your "name" and job posting number "PW2025-006" (example: Jane/John Doe PW2025-006).

Lanark County is an organization that strives to embrace the spirit of inclusion, diversity, equity and accessibility. We are an equal opportunity employer committed to building an inclusive and barrier-free environment in which all individuals have access to the County's goods, services and facilities. **If contacted for an employment opportunity, please let us know if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process.**

We would like to thank all who apply, but only those applicants selected for an interview will be acknowledged.

Note: Personal information collected from applications is collected under the authority of the Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment. Questions about the collection of Information should be directed to the Human Resources Department at the address indicated above.