



Township of Black River-Matheson
An Equal Opportunity Employer

Is currently searching for a
Director of Infrastructure Services

The Township of Black River-Matheson, with a population of 3,000, located 1-hour east of Timmins and 3 hours north of North Bay is seeking a dynamic, progressive, and motivated individual to fill the permanent, full-time position of **Director of Infrastructure Services**.

The successful applicant will report to the Chief Administrative Officer of the Township with the following key duties and responsibilities:

- ✓ Responsible for the design, construction, operation, and maintenance of the road network as well as supervising construction and inspections and preparing cost estimates.
- ✓ Oversees the operation of the Community Services Assets
- ✓ Oversees the operations of the Ontario Clean Water Agency with respect to four water and wastewater systems.
- ✓ Responsible for the operation of five landfills and waste management collection and disposal contracts.
- ✓ Prepares estimates and administers the department's operating and capital budgets.
- ✓ Directs the management of all human and other resources of the department.
- ✓ Understands the concept of Asset Management

Qualifications

- ✓ C.E.T. or C. TECH Designation.
- ✓ C.R.S. Designation.
- ✓ Level 2 water and sewer certificates or willing to obtain.
- ✓ Sound municipal experience with a minimum of five (5) years in public works at a supervisory level position.
- ✓ Strong management, leadership, organizational and interpersonal skills.
- ✓ Excellent oral and written communication skills, including report writing and presentation skills.
- ✓ Proficient in the use of computers is required.

This position is a full-time, regular 35-hour work week from Monday to Friday, days with some possible after-hours work for Council Meetings, critical periods, or situations. A detailed job description is available upon request from pmurphy@twpbrm.ca

The 2024 pay structure range is from \$108,626 to \$123,439. The range is subject to a five-step grid that was implemented in 2022. The Township of Black River-Matheson also offers an excellent comprehensive benefit program.

Qualified candidates are invited to submit a cover letter and résumé (by email) **no later than 4 p.m. on August 9, 2024**, quoting "Director of Infrastructure Services Competition" in the subject line to:

Patricia Murphy
Township of Black River-Matheson
367 Fourth Ave, PO Box 601
Matheson, ON, P0K 1N0
Email: pmurphy@twpbrm.ca

*Although your application may be on file, you must re-apply for this specific competition.
We thank all applicants for applying, however, only those selected for an interview will be contacted.*