



## **VILLAGE OF CHASE Manager of Public Works**

Located in the beautiful Shuswap region of BC, Chase is a scenic community of approximately 2600 people, 40 minutes East of Kamloops and West of Salmon Arm along the Trans Canada Highway. The community and surrounding area offers a wide range of services, recreational opportunities, community activities, affordable housing and a desirable climate.

Reporting to the Chief Administrative Officer, the Manager of Public Works is an integral part of the Village's management team, overseeing and leading the Public Works staff in the day-to-day operations of the Public Works department. Typical public works services provided include roads, sidewalks, water treatment and distribution, solid waste collection, wastewater collection and treatment, fleet, facility, parks and cemetery maintenance. From time to time the Manager of Public Works oversees work done by contractors and engineers hired by the Village to provide services.

In addition to the above, the Manager of Public Works is responsible for the development and monitoring of maintenance programs, occupational health and safety, making recommendations for amendments to policies and bylaws, performance management, contract administration and budget preparation and monitoring.

The successful candidate will be knowledgeable of all applicable federal, provincial, and local laws, codes and regulations governing the administration of public works and public utilities functions and activities. The successful candidate will have demonstrated experience in leading and managing people fairly and equitably, sound knowledge of the development and management of capital and operational budgets and projects, knowledge of the preparation of tenders and proposal calls, experience in drafting reports and making presentations, and have an understanding and vision relating to long term asset management. An ability to maintain professional relationships with elected officials, staff, members of the public, local community groups, and other levels of government is critical.

At least 7 years of successful supervisory/managerial experience is essential. A diploma in civil engineering technology, Level 2 certification in EOCP Water Distribution and EOCP Wastewater Treatment is desirable. A valid Class 5 BC Driver's License with an acceptable driving record is mandatory.

Interested individuals are asked to submit a cover letter, resume, driver's abstract, proof of education, and references in confidence to the undersigned. A job description is available upon request, as well as is the opportunity to discuss this position with the CAO prior to the posting deadline. The successful candidate can expect a competitive compensation package, the opportunity to work with a professional management team, dedicated employees, and the lifestyle of a lovely small community in BC.

**Applications will be accepted until Friday, August 3, 2018 at 4:00 p.m.** We thank all applicants for expressing an interest; however, only those being considered will be contacted.

Joni Heinrich, Chief Administrative Officer  
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