



VILLAGE OF CHASE Manager of Public Works

Located on the shores of the Little Shuswap Lake in the Southern Interior 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 offer 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 and must be a true team player. The Manager of Public Works leads a team of dedicated public works employees in delivering the public works services to the constituents of Chase including water treatment and distribution, wastewater collection and treatment, road and sidewalk repair and maintenance, and solid waste collection. In addition, the Manager of Public Works oversees the maintenance of the vehicle and equipment fleet, parks and cemetery and Village owned facilities.

Equally important are the responsibilities of budget preparation and monitoring, the development and monitoring of maintenance programs, occupational health and safety, making recommendations for amendments to policies and bylaws, performance management, contract administration and the ability to skilfully oversee work done by contractors.

The successful candidate will be first and foremost a consummate professional. He or she must demonstrate sound knowledge of all aspects of municipal public works services, must demonstrate effective leadership skills, and be able to motivate employees while managing fairly and equitably.

As with any local government manager, the successful candidate must be knowledgeable of all applicable laws, regulations and codes governing the delivery of public works services and must demonstrate knowledge of preparing and monitoring operational and capital budgets while having experience in asset management programs. Knowledge in the preparation of tenders and requests for proposals, excellent writing skills and an ability to present information to Council in public meetings with tact and diplomacy is essential.

The professional individual we are looking for must always be able to maintain professional relationships with all members of staff, with members of Council, with members of the public and with other levels of government.

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 Thursday, May 27, 2021 at 4:00 p.m. We thank all applicants for expressing an interest; however, only those being considered for interview will be contacted.

Sean O'Flaherty, Corporate Officer
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