



Village of Riverside-Albert
5823 King Street, Riverside-Albert
N.B. E4H 4B4

Phone: 882-3022
Fax: 882-3016

The Village of Riverside-Albert is presently seeking applicants for the position of Public Works Supervisor. This is a working management position responsible for a number of duties, including the provision of safe, clean drinking water for the Village of Riverside-Albert.

The Public Works Supervisor coordinates all contracted repair and maintenance to water mains, sewers, and underground infrastructure. He/she would assist crew members in performance of their duties, including maintenance and construction, ensuring work meets intended schedules and all safety regulations. He/she would provide proper crew supervision and associated administrative duties.

The Public Works Supervisor is also responsible for a variety of semi-skilled building maintenance and minor repair tasks within the Recreation Centre, performing routine janitorial duties, carrying out security checks, and ensuring users adhere to the facility's Code of Conduct.

This position is also responsible to operate power equipment in the removal of snow and ice from trails and walkways, (and other public thoroughways), residential waste collection, and grounds keeping, including lawn mowing and maintaining flower beds. The job is a working "hands on" position as required, and duties are performed under minimal supervision with considerable independent judgment and action required.

Job Requirements:

- High School diploma or equivalent.
- Water Distribution System Operator Certification – Level I.
- Water Treatment System Operator Certification – Level I and Level II.
- Wastewater Collection Certification Level I.
- Wastewater Treatment Certification Level I.
- Possession of a valid Class 5 New Brunswick driver's license with Driver's Abstract, meeting expectations.
- Criminal Record Check, meeting expectations.
- Experience in a municipal public works environment an asset.
- Demonstrated supervisory competencies including: problem solving, leadership, conflict management, public relations, safety, communication and professional conduct.
- Demonstrated ability to meet minimum requirements within the following areas: the Village water distribution operations, snow removal operations, sewer collection system, traffic control, and basic administrative record keeping.
- Demonstrated ability to administer, schedule and direct all public works operations.
- Other duties as assigned.

Applications will be accepted up to 4:30 pm on Friday, February 8, 2019. Sealed resumes may be dropped off to the attention of Deborah Murray-Butland - Village Clerk:

at the Riverside-Albert Village Office, 5823 King Street, Riverside-Albert, NB. E4H 4B4

by email to villra@nbnet.nb.ca

by fax at (506) 882-3016