



# TOWN OF LA RONGE

## Public Works and Utilities Manager

The Town of La Ronge is seeking a qualified individual for the leadership position of Public Works and Utilities Manager. Reporting to the Chief Administrative Officer, the Public Works and Utilities Manager supervises a staff of approximately 13 and is responsible for the daily operations of the public works department including road maintenance and repair, the operation, maintenance and repair of the water distribution system and wastewater collection and treatment systems as well as providing future planning and strategic direction for the department. In addition to providing hands-on support on equipment when available, the position ensures the proper records are maintained by all staff and provides written reports, analysis, and recommendations on public works and utility projects to administration and council as required.

If you are an efficient self-starter, who is a team player that can work with little supervision, and possesses good work habits, strong communication skills, we strongly encourage you to apply. The successful candidate must also be able to perform and/or manage multiple tasks, projects, and priorities concurrently and be effective at public communications, both orally and written.

The ideal candidate will:

- Have or be willing to obtain a Class 2 Water Distribution and Class 2 Wastewater Treatment and Collection Certification and have the knowledge to operate each in compliance with applicable legislation.
- Possess knowledge of safety principles and practices.
- Have a minimum valid Class 5 driver's license. Certification on heavy equipment is an asset.
- Be able to prepare and present the annual departmental budget; determine resource needs and financing requests.
- Be familiar with developing specifications and bid documents for a variety of public works and utility related designs, construction and maintenance projects.
- Have experience working with Engineers and Project Managers in the development and maintenance of community infrastructure.
- Be able to read and interpret blueprints.
- Have thorough knowledge of street construction and maintenance, water and sewer system operation and maintenance, and building maintenance through relevant experience.

The Public Works and Utilities Manager will also be called upon to review plans and monitor developments related to public works and utility matters, as well as working with developers and builders regarding infrastructure needs. Additionally, the individual will represent the Town with other agencies on a wide variety of issues pertaining to public works and utilities. The successful candidate will be required to submit to a criminal record check. A complete job description can be viewed by visiting the Employment Opportunities on the Towns website [www.laronge.ca](http://www.laronge.ca)

The Town of La Ronge thanks all those who apply for this position but only those considered for an interview will be contacted. This competition will run until the vacancy has been filled.

Please submit a cover letter, resume with three references and salary expectations:

Town of La Ronge  
P.O. Box 5680  
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Phone - (306) 425-2066  
Email: [administrator@laronge.ca](mailto:administrator@laronge.ca)