



100 John West Way
Aurora, Ontario
L4G 6J1
(905) 727-3123
aurora.ca

Town of Aurora

Employment Opportunity

Corporate Services

Division of Human Resources

Roads Technician

Permanent, Full-Time

\$71,349.90-\$89,186.91 per year

Reporting to the Supervisor, Roads and Traffic, this position is involved with all aspects of the identification, initiation, review, tendering, construction and maintenance of municipal infrastructure, environmental projects, municipal drainage and storm water, operational activities and administration of annual contracts within the Roads Division related to Public Works projects. This would include contract administration, supervision and field inspections related to the maintenance of Roads assets. This position assists in the review of capital and operation budget sheets for the Town's annual capital/operations program and helps maintain monthly project status summaries for all active projects, including financials, project schedule, etc. This position also supports the Coordinator – Applications and Permits (Roads) with review, inspections and on site meetings related to road occupancy permits. This position is also involved with the overview and supervision of winter maintenance activities including the administration of winter maintenance contracts.

To be considered for this opportunity, a minimum of two (2) years of contract management experience at a municipal level with demonstrated Supervisory experience in construction related to the maintenance, repair and construction of municipal assets together with the completion of a minimum of college diploma (2-3 year program) in Engineering, Construction or a combination of education and experience together with successful completion of C.E.T. or C. Tech Designation in OACETT is required.

You have experience in planning, assigning and organizing work crews, equipment and contractors in the daily maintenance and repair of the Towns Infrastructure in addition to experience with winter maintenance and ensuring service levels are being met in accordance with the Minimum Maintenance Standards for Municipal Highways O.Reg 239/02. Experience in Project Management and experience in the broader public sector, experience in a unionized environment is considered an asset. You possess excellent working knowledge of the Minimum Maintenance Standards Ontario Regulation 239/02

Posting date: May 15, 2023

Job ID: #23-51

Understanding of the Highway Traffic Act, Book 7, the Occupational Health and Safety Act (OHSA), and other Legislation.

You have strong computer skills relating to Microsoft Word, Excel, PowerPoint, as well as an understanding other specialized software applications (i.e. Vehicle AVL systems, Field Maps, Survey 123).

Excellent ability and knowledge to interpret technical drawings and proposals, civil construction techniques together with research, survey, recommend, and implement new methods, equipment, technology and report on various operational programs and permit processes is required.

You possess strong written and verbal communication skills and have good organizational, interpersonal, arithmetic, analytical and records management skills combined with a strong ability to prioritize workflows to meet deadlines. Furthermore, you have demonstrated leadership skills, the ability to build people and culture, cultivate open communication and can navigate and lead through complexity and change.

You must hold a valid Class "G" driver's license in good standing (DZ considered an asset).

Successful applicants to this position will be required to provide a Police Criminal Record Check that is satisfactory to the Town prior to their start date at the applicants own cost.

If you are interested in joining our dedicated team of municipal professionals, please forward your resume to: Human Resources, Town of Aurora, 100 John West Way, Box 1000, Aurora, Ontario, L4G 6J1 or email to: hr@aurora.ca by **May 29, 2023** quoting the job title and reference number **23-51**.

The Town of Aurora is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you are contacted for a job opportunity, please advise the Human Resources Division of any accommodations needed to ensure you have access to a fair and equitable process. Any information received relating to accommodation will be addressed confidentially. We thank all applicants and advise that only those selected for an interview will be contacted.

Applicant information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment with the Town of Aurora. Questions about this collection of personal information should be directed to the Human Resources Division at 905-727-3123.

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