

MAINTENANCE SUPERVISOR

Lacombe County is looking for a self-motivated, experienced leader for the **Maintenance Supervisor** position. This position is responsible for the overall supervision and operational function of the road graveling, snow removal, County sign and dust control programs, as well as any special maintenance labour projects.

Key Duties and Responsibilities:

- **Road Maintenance:** Oversee and coordinate operational tasks related to road graveling, snow removal and dust control throughout Lacombe County. Inspect and evaluate road maintenance repairs and projects.
- **Road Graveling Program:** Responsible for providing recommendations on the road graveling priorities, yearly gravel crushing amounts and gravel pit maintenance requirements.
- **Road Conditions:** Regularly monitor the condition of and activity on the roads. Participate in the on-call rotational schedule during the winter months. Perform road checks after hours to assess road conditions.
- **Supervision:** Assign daily and weekly tasks to crews, train and orientate new employees, conduct performance reviews, coach, advise and discipline. Ensure tasks are completed in a safe and effective manner.
- **Public Relations:** Respond to public road repair, maintenance, snow removal and/or drainage concerns and complaints in a timely manner. Effectively manage the request for service tracker system.
- **Additional Duties:** Plan, organize and manage special projects as required. Provide backup relief for other Supervisors in the department during absences.

Ideal Qualifications:

- Previous experience in road maintenance (grading, graveling, snow removal, etc.) is an asset. Knowledge of graveling and crushing projects required, with a basic knowledge of survey and design. Experience in equipment operation required.
- Proven interpersonal and communication skills (both written and verbal); must be able to interact well with, and respond to inquiries from Ratepayers, Employees, Council and the general public.
- Proven team leadership skills; able to effectively and positively lead a team.
- Proficiency in Microsoft Office applications. Able to write reports, monitor inventories, assist with budget, etc.
- Possession of a valid and acceptable Class 5 Driver's license.
- Able to participate in the on call rotation schedule during the winter months. When on call, perform road checks after hours and respond to emergencies on weekends, weekdays after hours and holidays.

For more information, please view the Maintenance Supervisor Job Description on the [Lacombe County website](#).

We support a work-life balance and offer an excellent compensation package including a comprehensive group benefits package (including a **defined benefit pension plan**), a **health/wellness spending account**, and **professional development opportunities**. Lacombe County is committed to maintaining a vibrant, healthy, safe, caring and inclusive work environment. We hire great people who are looking to contribute to our respectful workplace.

Please forward your application no later than 8AM, November 7, 2022 to: hr@lacombecounty.com.

Applications will be reviewed and scheduled for an interview as they are received.

We thank all applicants for their interest; however, only those invited for an interview will be contacted. **Please note:** All applicants must be legally entitled to live and work in Canada. This competition may remain open longer until a suitable candidate is found.