

Operations Department | Permanent Full-Time Position |  
Monday - Friday | After Hours Work (rotational on-call schedule)

## TECHNICAL SERVICES SUPERVISOR

We are seeking an innovative, technical oriented individual in our Operations department to manage projects related to municipal infrastructure, services and rural development. The successful candidate will have the ability to analyze technical data and drawings, find solutions to problems using established engineering principles and be skilled at building relationships with others.

### Key Duties and Responsibilities:

- Develop, prepare and review tenders, drawings and other related documents as they pertain to operations, capital or maintenance projects;
- Update and maintain various Operations Management Plans (capital equipment replacement, long range construction schedule, bridge management, pavement management, etc.);
- Manage various operational projects located throughout the County;
- Perform bridge infrastructure inspections;
- Manage and handle reported operational problems and requests for services;
- Review development related plans, drawings and documents to ensure they conform to County operations standards;
- Manage all GIS and GPS systems for the Operations department (reserve encroachment and management, sign inventory, infrastructure inventory, gravel program, etc.);
- Participate in the on call rotational schedule. When on call, perform road checks after hours and respond to emergencies on weekends, weekdays after hours and holidays.

### Ideal Qualifications:

- Post-secondary diploma in Civil Engineering Technology (preferred) or a related discipline combined with at least five years of supervisory/leadership experience, preferably in local government, or an equivalent combination of education and experience. Experience in municipal government is an asset. General operations knowledge (maintenance and construction of infrastructure) is required;
- Proven ability to read and interpret technical plans, specifications and drawings;
- Possess Class B Bridge Inspector certification (or be able to obtain);
- Excellent communication skills (verbal, written, presenting and listening);
- Able to exercise a considerable amount of judgment, action, tact and initiative;
- Proficient in Microsoft Office applications, AutoCAD and GIS;
- Must possess a valid class 5 Alberta driver's license.

Please forward your resume, cover letter and salary expectations by July 2, 2018 to:

E-mail: [hr@lacombecounty.com](mailto:hr@lacombecounty.com) | Fax: 403.782.3820 | [www.lacombecounty.com](http://www.lacombecounty.com)

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.