



CITY OF MELFORT

PO BOX 2230, MELFORT, SK S0E 1A0

BUS: 306-752-5911 FAX: 306-752-5556

The Works & Utilities Department
invites applications for the position of:

WORKS & UTILITIES FOREMAN

Reporting to the Director of Works & Utilities, the Foreman shall be responsible for the supervision, organization and direction of the Works Staff in the areas of Transportation Services, Environmental/ Public Health, Water Distribution and Sewage Collection in accordance with approved policies and procedures of the City.

The individual we seek must possess:

- Superior computer, written and oral communication skills.
- Ability to establish effective working relationships with Supervisors, Council, Staff and the general public.
- Minimum of five years related experience in a managerial role and at least three or more in a municipal government setting.
- A post-secondary education in engineering technology or an engineering degree in a related field or a combination of experience and education in a technical field.
- Possess or be willing to obtain Water Distribution Class 2, Wastewater Treatment Class 1, and Wastewater Collection Class 2.
- Thorough knowledge of municipal operations including budget, scheduling and proper management practices.
- Superior leadership, organization and supervisory skills.

Salary range for this full-time permanent position is dependent on experience and qualifications. We offer a comprehensive benefits package. Visit www.cityofmelfort.ca to view the job description. Competition will remain open until position is filled.

Please ensure a cover letter is included with your application detailing how your experience and education will meet our needs.

The City of Melfort wishes to thank all prospective applicants; however, only those selected for an interview will be contacted.

Submit applications to:

Gerald Gilmore, Director of Works & Utilities

City of Melfort

Box 2230, Melfort, SK S0E 1A0

g.gilmore@cityofmelfort.ca