

September 16, 2024

JOB OPENING: Temporary assignment

Maximum duration of six (6) months: from mid-November 2024 to April 2025.

**Foreman - Roads
Technical Services - Public Works Division**

The Town of Mount Royal is seeking a Road Foreman for the Technical Services - Public Works Division to direct the activities surrounding the road department for the entire Town, recognized for its services to Town residents.

In this position, you will plan, organize and control all activities related to street maintenance, paving, concrete and snow removal.

MAIN RESPONSIBILITIES

- Plan, organize, direct and control activities related to the maintenance and repair of roadways, sidewalks and signs;
- Manage the personnel under his/her responsibility in accordance with the organizational system, while applying the occupational health and safety standards, the collective agreement, the administrative standards and the rules of conduct in force;
- Manage contracts required to deliver services to citizens. Ensure compliance with technical requirements during the execution of contracts;
- Maintain the cleanliness of the Town's territory, including the cleaning of roadways, sidewalks and public parking lots;
- Ensuring the safety of pedestrians and motorists through the proper application of ice melts, abrasives and snow removal;
- Prepare and administer the roadway budget in collaboration with the manager;
- Plan and maintain, in collaboration with the supply department, the availability of material resources required for the activities of his team;
- Participate, on a rotating basis, in the foremen's availability schedule;
- Contribute to the implementation of performance indicators for the activities under his responsibility;
- Carry out all other tasks related to his/her field of activity as well as those that may be requested by his/her immediate superior.

REQUIREMENTS AND QUALIFICATIONS

- Experience in managing unionized staff and ability to mobilize a work team;
- Proficiency with Microsoft Office Suite;
- ASP construction card; certification of the general health and safety course on construction sites;
- Fluency in spoken and written French and English;
- Ability to communicate effectively;
- Strong customer service skills;
- Planning and problem-solving skills;
- Knowledge of occupational health and safety standards;
- Valid driver's license (class 5);
- Flexibility in terms of work hours in relation to operational needs;
- College certificate (AEC) Urban infrastructure foreman, an asset.

EXPERIENCE

- Five (5) years of experience in the field of public works and roads.

CONDITIONS

- Annual salary between \$96,200.00 and \$113,000.00;
- Regular evening schedule over four (4) days from Monday to Thursday, 15:00 to 01:00;
- Paid holidays, vacation, mobile and sick banks.

PLEASE NOTE

Applications will be accepted until **Friday, October 4, 2024**. Interested candidates should send their curriculum vitae at the attention of Vanessa Abdulezer, Senior Human Resources Advisor at humanresources@town.mount-royal.qc.ca, mentioning contest number **RH-2024-04**.



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