

## Acting Manager of Engineering and Public Works – Town of Port Hawkesbury



### Acting Manager of Engineering and Public Works

Reporting to the Chief Administrative Officer, the successful applicant will provide leadership and strategic advice in the areas of engineering, capital asset management, project management, water treatment and distribution, wastewater treatment and collection, solid waste management, and street maintenance. The successful candidate will also be responsible for presentations of department-related information to the Town Council.

This a one-year term position with the possibility of further extension.

**Overview:** The successful candidate will be a leader capable of managing public works and engineering staff and initiatives, planning and directing capital works projects, communicating effectively with a strong work ethic, and directing a workforce. The candidate will be the primary liaison with the Town's engineering consultants, contractors, funding partners, regulators, and other agencies involved with engineering and municipal service delivery.

**Qualifications:** Persons with a professional engineering designation or certified engineering technology program completion with substantive and progressive work experience in the practice of civil engineering will be considered. Those applying must have at least five years at a supervisory or Department Head Level; should possess broad based engineering and technical skills relating to the municipal field; experience with computer software programs including Microsoft Office, GIS systems and AutoCAD; organizational skills in managing outside consultants and contractors; ability to manage a unionized workforce, knowledge of provincial regulations and Municipal by-laws, and experience with financial and budget administration, along with proficiency in purchasing and advertising processes.

**Application Process:** All interested applicants must forward a cover letter, resume, and two professional references by **4:00 p.m., Thursday, January 25, 2024**. Only those selected for an interview will be contacted. Please forward applications electronically only to:

Chief Administrative Officer, Terry Doyle, P.Eng.  
RE: Acting Manager of Engineering and Public Works  
Email: [tdoyle@townofph.ca](mailto:tdoyle@townofph.ca)