

INTERNAL/EXTERNAL POSTING
OPERATIONS – PERMANENT FULL-TIME
DIRECTOR OF INFRASTRUCTURE SERVICES

The Director of Infrastructure Services is responsible to direct, co-ordinate, and ensure the overall operations of the Infrastructure Services, which includes roadways, sidewalks, open channel storm water collection system, ditches, parks, cemeteries, urban forests and fleet operations. The Director of Infrastructure Services is responsible for Business Planning, Management and Policy development and execution for the Infrastructure Services to satisfy identified strategic management objectives and level of service for the City of North Battleford.

Duties and Responsibilities include:

- Develop annual business plan that supports the long term goals of the division's and city's Strategies planning.
- Align resources with the business plan, ensuring resources are allocated to priorities, and that structures and reporting relationships are appropriate for effective service delivery.
- Ensure that services are provided in the most efficient and effective way including, analyzing alternative service delivery methods, trend analysis and policy development.
- Provide overall management of the Operational Services business unit
- Management of the City's resources - financial, physical, and human - in an effective and efficient manner that supports high quality programs and services.
- Provide leadership to staff and other business units in the preparation of policies for infrastructure needs for including Public Works, Parks, Equipment's and Forestry management, etc.; accountable to foster the development of highly qualified and competent staff, and improved management practices; provide high degree of effective delegation of authority and demand decision-making be exerted at the field level.
- Review and recommend changes to policies that will improve the level of service; advise the City Manager on the impact and implementation of policy proposals affecting Operational Services.
- Develop strategies that clearly establish uniform and cost-effective levels of service within a decreasing economic environment, aging infrastructure, decreasing funding, increasing environmental and safety constraints.
- Oversee and provide direction to Foremen and staff in the operations, maintenance and capital project in the Infrastructure Services Department services
- Ensure Operational management is focused on customer demand by encouraging the follow-up and resolution of public complaints, sustainable policy making and pollution controls and mitigation.

Qualifications:

- A degree or diploma in Civil Engineering or Municipal Engineering from a post-secondary Institution.
- Formal management training, preferable certificate or Diploma in Management.
- Ten (10) years' experience directly related to the field of municipal construction services and managing multiple crews.
- Strong client service orientation and a commitment to provide services that deliver value and meet expected outcomes
- Proven skills in leading and motivating teams with a track record of building healthy and positive workplace environments that enable staff to reach their potential while strengthening organizational capacity
- Experience in the field of municipal engineering would be considered asset.
- Exceptional skills in Management / Supervision, Financial Management, Personnel Administration and Public Relations.
- Must have a minimum of class 5 driver's license and a reliable vehicle.

Commencement: As soon as possible

Detailed resume or completed City employment application form, including references, to be submitted to: Department of Human Resources, City Hall, no later than June 2nd, 2017. Fax: (306)445-0411, Email: hr@cityofnb.ca