



# Job Posting

**Area Supervisor (Permanent)**  
**(Salary Range: \$40.56 - \$45.63/Hour)**  
**Transportation Services Department**

Grey County is currently recruiting for two (2) Area Supervisor positions within the Maintenance Division of the Transportation Services Department at the Clarksburg and Flesherton Depots. This is a non-union, full-time position, 40-hour work week with occasional overtime, and weekly on-call as set out in a year-round rotating schedule.

The Area Supervisor is responsible for supervising, planning, coordinating, prioritizing, budgeting of work (winter and summer maintenance) required in one of Grey County's patrol areas, which consists of approximately 200 kilometres of road.

The Area Supervisor will be responsible for a staff of 9 to 14 full time and seasonal unionized employees.

The successful candidate will maintain effective communication with other Transportation Services Staff and the Public.

Less qualified candidates may be considered on an underfill basis.

This competition will be used to create an eligibility list to fill upcoming opportunities within the next twelve months.

### *Specific Skills Required*

- Good understanding of winter and summer road maintenance practices
- Good understanding of construction practices
- Good understanding of maintenance and construction equipment applications and materials
- Experience in budget planning and monitoring
- Knowledge of relevant legislation, policies and practices pertaining to preparation of maintenance
- Be capable of analytical, evaluation, problem solving and decision-making skills
- Highly developed communication and interpersonal skills to use tact and diplomacy when interacting with clients
- Well-developed organizational and planning skills to set and complete work priorities
- Proven experience in supervising employees, contractors, and consultants
- Must be able to organize and supervise a work group of 9-14 staff
- Enter information on a variety of computer programs

### *Training and Education*

- Two-year Civil Technician diploma with at least five years of practical experience or equivalent work experience
- Certified Road Superintendent Certification would be an asset
- An understanding of municipal construction and maintenance programs and the equipment used on these projects
- Ability to plan, organize and prioritize work
- Ability to supervise employees and contractors
- Ability to respond to complaints quickly and effectively
- Excellent communication skills
- Good Computer skills

Candidates for the above position are invited to submit resumes prior to **Friday, April 16, 2021 at 4:30 p.m.** to:

Lisa Wood, Maintenance Assistant  
Transportation Services Department  
County of Grey  
595 9<sup>th</sup> Avenue East  
Owen Sound, ON N4K 3E3  
Fax: 519-376-0967  
Email: [Lisa.Wood@grey.ca](mailto:Lisa.Wood@grey.ca)  
Web: [www.grey.ca/employment](http://www.grey.ca/employment)

**We would like to take this opportunity to thank all applicants. Only those to be interviewed will be contacted.**

*Any personal information submitted will be managed in accordance with the requirements of the Municipal Freedom of Information and Protection of Privacy Act, and will be used only to determine eligibility for employment.*

*Based on the nature of the position, pre-employment screening may be required including but not limited to; Criminal Record Searches, Financial Credit Inquiries; Educational and Credential Verification; Driver's Abstracts; Drug/Alcohol Testing; Pre-Medical Testing and Investigative Employment References.*

*The County of Grey is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.*