



# VILLAGE OF INNISFREE

## EMPLOYMENT OPPORTUNITY



The Village of Innisfree is now hiring for the following positions:

### 1 x Full-time Public Works Foreman

The Village of Innisfree is looking to hire a full-time Public Works Foreman to manage the delivery of municipal transportation, environmental (Water, Wastewater and Waste), parks services, Fleet Management, and the care and maintenance of other municipal facilities.

#### The successful Candidate will:

- Possess a valid class 5 driver's license
- Necessary skills to operate heavy equipment such as a tractor, skid steer and loader.
- Ability to perform physical labour
- Be a "team player"

#### Required Education/Work Experience

- Grade 12 or equivalent
- Certification in Water and Wastewater would be considered an asset.
- Experience in municipal infrastructure operation, maintenance, construction, and the safe operation of related tools and equipment would be considered an asset.
- Supervisory experience or experience working in a municipal and/or unionized environment will be considered an asset.

#### Required Skills and Abilities / Work Demands

- Demonstrated strong leadership and organizational skills with the ability to manage change and direct multiple employees.
- Excellent knowledge of municipal infrastructure and public works best practices in the following areas:
  - Roads and sidewalks maintenance and repair (including winter operations).
  - Water distribution systems.
  - Wastewater collection and treatment systems.
  - Storm drainage systems
  - Parks maintenance
  - Fleet vehicle and equipment maintenance
  - Solid waste collection.
- Excellent networking and interpersonal skills to interact with internal staff, external agencies, contractors, and members of public. These skills are required to represent the Municipality effectively as well as to provide direction and leadership within.
- Excellent problem solving, decision making, and negotiation skills in a complex environment.
- Excellent oral and written communication skills.
- Sound computer skills with the capacity to promptly learn new computer software programs relevant to the department.
- Ability to organize and prioritize work to ensure deadlines are met.

Position will be held open until **Wednesday, September 15, 2021 by 12:00 (NOON)** OR **until a suitable candidate is found.**

Interested applicants may submit their resume by:

#### Mail:

Village of Innisfree  
Box 69, 5116 50 Avenue  
Innisfree AB T0B 2G0

Email: [cao@innisfree.ca](mailto:cao@innisfree.ca)

Fax: 780-592-3729

Full job description is available on the Village of Innisfree's website:

<https://www.innisfree.ca/residents/employment>.

Dated: Thursday, August 20, 2021