



Employment Opportunity Superintendent – General Operations

Reporting to the Director of Public Works and Engineering, the Superintendent of General Operations is responsible for leading the three Divisions of the Public Works Department: Roads Maintenance, Fleet Maintenance and Building Maintenance. In this role, the incumbent performs a variety of complex supervisory, administrative and professional tasks in planning, organizing, directing and supervising these divisions.

The Superintendent of General Operations is required to develop project plans, purchase supplies, allocate resources, estimate and monitor job costs, assist subordinates in resolving work and performance related issues, and liaise with other City of Iqaluit departments, developers, contractors, utility companies, and both Federal and Territorial agencies in the coordination of projects. Considerable independent judgement and action are expected to be exercised in performing the work.

Minimum Qualifications

- Post-Secondary education in construction, civil engineering or related field
- Minimum 5 years' experience supervising and administering construction and maintenance projects or managing operations in a unionized Municipal environment
- Comprehensive knowledge of the principles, practices and procedures used in municipal services activities
- Knowledge of methods, materials, tools and equipment used in maintaining and servicing roadways, heavy equipment, light vehicles and associated service and maintenance activities
- Knowledge of occupational hazards and safety precautions associated with municipal operations
- Experience developing, tendering and administering contracts for capital assets and/or infrastructure related to projects and operations funded by a public organization
- Experience writing technical reports and preparing detailed budgets and cost estimates relating to construction projects
- Understanding of management theory and administration
- Confident with computers and various word and spreadsheet software
- Ability to communicate effectively both verbally and in writing
- Exceptional customer service skills
- Valid Driver's License with an acceptable driving record

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The annual salary for this position is \$107,416.93 plus an annual Settlement Allowance of \$22,378.31 and an excellent benefits package.

Equivalencies that include a combination of education, knowledge, skills and abilities to formal education may be considered. Please provide copies of your current credentials and any certifications you possess with your application.

CLOSING DATE: March 9, 2018

Please submit your resume to:

Reference #: 09-1012
Human Resources
P.O. Box 460
Iqaluit, Nunavut
X0A 0H0
Tel-867-975-8501
hr@city.iqaluit.nu.ca

Only those selected to interview will be contacted.

As per Article 23 of the Nunavut Land Claims Agreement, priority will be given to Nunavut Land Claim Beneficiaries who meet the criteria.

Posted: February 2018