

Employment Opportunity

Public Works Foreman / Small Systems Operator

The Village of Big Valley is seeking a self motivated full-time, permanent Public Works Foreman with minimum 40 hours per week. The successful candidate will be responsible for the planning and organization of daily operations in the Village as designated by the Chief Administrative Officer. The successful applicant will be required to pass a pre-employment physical and provide a clean criminal record check prior to being hired. Job description is available upon request.

This position involves various tasks, including but not limited to: water and wastewater system monitoring, maintenance and repairs, roads and sidewalks, parks, building, and equipment maintenance. Physical labor is involved, including the ability to lift up to 40 lbs.

Qualifications required for the position:

1. Must possess or be willing to obtain Small Systems Water & Wastewater Certification through Alberta Environment following 6 months of hire.
2. Should possess a minimum academic level of high school graduation.
3. Must possess or willing to obtain all safety tickets related to this position, along with a strong attitude towards safety in the workplace.
4. Must possess a valid Class 5 Drivers License.
5. Have at least 3 years of related experience in equipment operation and maintenance.
6. Should have knowledge of Microsoft Office software,
7. Should have the ability and willingness to collaborate with the Chief Administrative Officer in creating an annual budget, and development of long-term infrastructure maintenance and replacement program.

Please submit your application with wage expectations, along with 3 references to:

Email: cao@villageofbigvalley.ca

or by mail to: Village of Big Valley
Box 236
Big Valley, AB T0J 0G0
ATTENTION: Colleen Mayne, CAO

This competition will remain open until a suitable candidate is recruited.

The Village of Big Valley thanks all applicants for their interest, but only those selected for an interview will be contacted.