

## **The opportunity**

Leduc County is looking for an experienced and highly motivated Manager, Road Operations to join our management team. Reporting to the Director - Road Operations and Agriculture Services, this exciting opportunity provides leadership to a dedicated team and is a key contributor to the achievement of the department's strategic and operational objectives and delivery of the road maintenance programs within Leduc County.

## **About us**

The safety of our staff and citizens is our primary concern and we are dedicated to providing and maintaining a healthy work-life balance and environment for our employees.

Leduc County's mission is to serve its citizens and create an enhanced quality of life through effective leadership, committed partnerships and open, transparent communication. Our vision is to be a leading member of the Edmonton Metropolitan Region, offering an economic advantage, sustainable agricultural network, environmental leadership and an unsurpassed quality of life.

## **About you**

You are a team and relationship builder who promotes a safe, collaborative and professional work environment. You are committed to continuous improvement, customer service, innovation and supporting Leduc County's mission and vision.

If you excel at strategic operational planning and meeting deliverables, collaborative directional leadership, aligning resident needs to operational goals, change management and you have a proven mechanical and road maintenance leadership background that champions safety, forward-thinking and problem-solving in a fast-paced high-pressure changing environment, keep reading because we want to hear from you!

## **What you will do**

- Develop and deliver appropriate service area plans, strategies, directives and processes to align with the department's operational plans, ensuring compliance with relevant legislation.
  - Manage the operation of the municipal road maintenance programs.
  - Develop and administer the periodic review, update, approval and implementation of the road maintenance programs.
  - Prepare appropriately to minimize the impact of unanticipated operational service disruptions.
- Manage the asphalt, gravel, vegetation, salt monitoring and fleet maintenance programs.

- Communicate with residents and key stakeholders regarding program management and respond to inquiries, complaints and concerns.
- Coordinate and provide technical assistance and operational or mechanical support to Road Operations department and other County departments.
- Develop, recommend and maintain budgets for all equipment, services and materials in alignment with departmental service delivery objectives.
- Develop and recommend administrative directives and procedures, ensuring adherence to applicable legislation.
- Plan and implement projects that fall within the work group's functions and research and carry out special projects, studies and reports as assigned.
- Accountable for the work group's compliance with the Alberta *Occupational Health and Safety Act*, Regulation and Code and participation in the Health, Safety and Wellness Program.

## What do you need to succeed?

### *Must-have*

A diploma or designation in civil engineering or certified engineering technologist (C.E.T.) or related certification and in-depth knowledge of road maintenance programs is considered a strong asset. Five (5) years management or supervisory experience, preferably within the public sector, with heavy equipment industry knowledge is required.

Proficiency with the Microsoft Office suite and a service focus with strengths in a broad range of communication and interpersonal techniques and skills. Strong verbal and written communication skills, the ability to deliver public presentations and prepare clear concise reports for senior levels of management and Council.

### *Nice to have*

Budgeting and project management within rural communities and municipal governance.

## What's in it for you

Our leadership team values your voice and input and is committed to your growth and success. We are committed to be our best and hire the best! That is why we offer a competitive annual salary between **\$111,784 and \$139,730**, municipal pension plan, vacation allocation with an additional five compensated days in lieu, and an employer-paid comprehensive benefits package.

The opportunity primarily works from our Leduc County Nisku offices located at 101-1101 5 St. It is permanent full-time and is 40 hours per week scheduled Monday to Friday, with some extended hours to meet operational requirements.

## How to apply

Applications must be submitted on our website at [careers.leduc-county.com](https://careers.leduc-county.com) to be considered. This opportunity will remain open until a suitable candidate is found.

We thank all applicants however only those selected for an interview will be contacted.