



DISTRICT OF TUMBLER RIDGE

JOB OPPORTUNITY

Director, Operations and Infrastructure

Competition # 2022-21

About Tumbler Ridge

The District of Tumbler Ridge is a District Municipality in the foothills of the Canadian Rockies in northeastern British Columbia. Tumbler Ridge is the dream destination for the outdoor enthusiast, comprised of waterfalls, unique rock formations, alpine meadows and lakes, canyons, mountain summits, caves and more to discover. The District of Tumbler Ridge is home to one of only five UNESCO Global Geoparks in North America.

About the Role

The Director of Operations and Infrastructure provides leadership and development of the Operations and Infrastructure Department. The Director is responsible for highly complex, technical and diverse work in the municipal government of the District of Tumbler Ridge and is responsible for the efficient day-to-day operations of the public works functions. A major responsibility is to assist by carrying out responsibilities related to organization, planning, supervision, direction and operation. The position is an exempt position reporting to the Chief Administrative Officer. As a member of the management team, the Operations and Infrastructure Director is a key contact for internal and external stakeholders liaising with District staff, advisory committees and Council as well as key external stakeholder including relevant professionals, public and community members.

What you bring:

- Five (5) years of progressive experience in a public works environment, including minimum of two (2) years in a supervisory and administrative capacity;
- Post graduate diploma or degree from an accredited college or university in Civil Technologies or related field with eligibility for membership as an Applied Science Technologist (A.Sc.T.);
- Certification in EOCP and/or SWANA is an asset;
- Valid Class 5 Drivers license;
- Education in Public Administration or Business Administration;
- Knowledge in municipal public works such as planning, design, maintenance, and construction;
- Knowledge in municipal solid waste landfill planning, design, maintenance and construction;
- Knowledge in principles of budget preparation and expenditure control;
- Knowledge in applicable Federal, Provincial, and local laws and regulations pertaining to public works and solid waste functions;
- Knowledge in Principles of Effective Management Skills including team building;
- Ability to analyze, evaluate, and implement municipal public works and solid waste programs/projects.
- Knowledge in safe work practices;
- Ability to plan, organize and direct the work of public works and transfer station personnel including evaluating and training staff;
- Ability to analyze organizational and administrative problems, recommend alternative courses of action, and provide leadership to others in implementing such actions;
- Ability to repair and create clear and comprehensive written reports;
- Maintain strong relationships with elected officials, employees, contractors, the general public, and representatives of other agencies; and
- High degree of integrity and professionalism.

A detailed role description can be found at <http://www.districtoftumblerridge.ca/Town-Hall/Employment-Opportunities>

Applicants close at 12:00pm on June 24, 2022. Please forward resume to:

Human Resources Department
District of Tumbler Ridge
P.O Box 100
Tumbler Ridge, BC, VOC, 2W0
Or by email: hrcoordinator@dtr.ca

While we appreciate all applications, only those selected for further consideration will be contacted.