

**Town of Caledon**

***make a difference***



**Job Title: Technician, Road Operations (Permanent Full-Time)**

**Closing Date: January 3, 2023, 11:59PM**

Town of Caledon is a dynamic municipality that successfully balances urban, rural, and agricultural communities. Our energetic staff are guided by our core values that create an environment for continuous improvement and customer service excellence.

In addition to offering exciting career opportunities, the Town also provides a competitive and comprehensive total rewards package. Come see how you can ***make a difference***.

### **The Opportunity**

Under the guidance and direction of the Superintendent, Road Operations and/or Supervisor, Roads, this position is responsible for the inspection and electronic documentation of road surface, drainage and roadside safety devices in accordance with the criteria outlined in the Ontario Minimum Maintenance Standards. This position supports the Operations Coordinators with inspections for entrance permits, road occupancy permits, and various road maintenance contracts. As the Technician, Road Operations, you will perform the following duties, including but not limited to:

- Road Patrol of all town roads and streets in accordance with frequency defined by the Minimum Maintenance Standards including adding Service Requests and deficiencies in City Wide. This includes summer and winter road patrols and afterhours emergency responses.
- Acts as Supervisor, Roads to provide coverage for vacations, other time off requirements and calling in operators to address after hours road maintenance needs.
- Provides technical support to the Road's division in the field.
- Performs administrative work such as review and sign off on weather reports, completing both paper and digital inspection reports, staff call-in reports, and tracking of quantities for work completed by maintenance contractors.

### **The Ideal Candidate**

We are seeking an enthusiastic professional with a post-secondary diploma as a Civil Engineering Technician or a diploma/advanced diploma as a Civil Engineering Technologist or a closely related field. Our ideal candidate has one (1) to three (3) years' experience in road and drainage design, construction and/or maintenance or one (1) to three (3) years' experience as a Designer, Inspector, Foreperson or in a Supervisory



6311 Old Church Road  
Caledon, ON L7C 1J6  
[www.caledon.ca](http://www.caledon.ca)

T. 905.584.2272 | 1.888.225.3366 | F. 905.584.4542

role in road construction and/or maintenance. In addition, this applicant must have completed or have the ability to complete the Association of Ontario Road Supervisors Certification TJ Mahoney Courses and/or possess the Certified Road Supervisor (CRS) designation.

The ideal candidate will have knowledge of construction and maintenance of roads, storm sewers and ditches. We are seeking an individual with superior communication and analytical skills. The candidate must demonstrate customer service excellence that reflects Caledon's quality standards: accurate, courteous, responsive, and easy to navigate, as well as exceptional organizational skills with some attention to detail to avoid errors and the ability to work in a team environment.

The successful candidate for Technician, Road Operations will be required to work onsite, on the afternoon shift with some flexibility in start and end times.

This position offers a salary range of \$69,760.10 - \$82,695.28 plus a competitive benefit package.

*Satisfactory passing of a criminal record check, and proof of qualifications will be required of any successful candidate(s) for this position.*

***New employees who commence employment on or after November 15, 2021, are required to be fully vaccinated against COVID-19, as a condition of employment. Being fully vaccinated is determined as the status of having received the full series of approved vaccines (both doses of a two dose vaccine series, one dose of a single dose vaccine series) and any additional doses required and approved by Health Canada and having satisfied the full post vaccination period required to ensure vaccination efficacy. The Town of Caledon reserves the right to request proof of vaccination at any time. Acceptable proof includes an Ontario Ministry of Health COVID-19 vaccine receipt which you can obtain through the Provincial portal <https://covid19.ontariohealth.ca/>, or other government-issued vaccine passport or certification. The requirement to be fully vaccinated is subject to the Ontario Human Rights Code.***

*The Town is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The Town is an equal opportunity employer that is committed to an inclusive and barrier-free workplace. If your application requires accommodation, please contact People Services at (905) 584-2272 Ext. 4738.*

### **How To Apply**

To learn more about employment with the Town of Caledon and to apply for this exciting and challenging opportunity, visit: [www.caledon.ca/careers](http://www.caledon.ca/careers)

If needed and upon request, this document can be made available in an alternative format.



6311 Old Church Road  
Caledon, ON L7C 1J6  
[www.caledon.ca](http://www.caledon.ca)

T. 905.584.2272 | 1.888.225.3366 | F. 905.584.4542