



*A progressive city of 187,800 people located just a short 30-minute drive from Toronto, the **City of Oshawa** is one of Canada's fastest growing communities that is exceptionally positioned to live, work, learn and invest. Its strategic pursuit of sustainable growth, excellent community service delivery and co-operative partnerships have enhanced its quality of life advantage, while maintaining a strong commitment to financial stewardship.*

Job Title: Regular Full-Time Working Foreperson - Roads

Posting Number: 004860

Department: Community Operations Services Department

Branch: Operations Roads

Location: Consolidated Operations Depot

Posting Start Date: 2024/06/05

Posting End Date: 2024/06/13 by 4:30pm

Employment Group: CUPE 250

Salary Grade: 14-\$38.80 - \$40.85

Standard Weekly Hours of Work: 40.00

Shift Work Required: Yes

Job Description

Reporting to the Manager, Road Operations and under the direction of the Supervisor, Road Maintenance or designate; assist to supervise, be responsible for and oversee the staff completion of assigned construction and maintenance operations and assigned crews related to Road Maintenance Operations. The City of Oshawa strives to provide

an environment that cultivates and supports the following core values: Authenticity, Courage and Trust (ACT).

Responsibilities

- Assist in the supervision, planning, coordination, development and implementation of all work schedules, operational activities, safety programs and public customer service within, but not limited to, the Road Operations Section
- Directly supervise, assess and inspect work assignments, operations and projects and be responsible for day to day internal and external staff, contractors and equipment, which includes labour, equipment, materials and tools required
- Monitor, inspect and ensure all work assignments, operations and projects are being carried out in an efficient and effective way utilizing the most appropriate resources with customer service and risk management and safety as a focus
- Monitor, inspect and ensure all work assignments, operations and projects are being carried out in accordance with City of Oshawa Safe Work Standards and the Ontario Occupational Health and Safety Act
- Provide input into the development and improvement of safety procedures and deliver training to assigned staff in all aspects of the operation
- Monitor, inspect and ensure that the quality of all work assignments, operations and projects are being completed as per City of Oshawa Quality Standards, Provincial Technical Standards and Key Performance Measures
- Complete all applicable work records and documentation including underground locates, daily timekeeping and attendance, work orders, requisitions, invoices, equipment and material usage and incident reports
- Provide recommendations to the Road Supervisor regarding staff development and training requirements
- Interact with the Public including a willingness to participate in Public Education and related community assignments and events
- Relieve in a Management position, when required, in the absence of the Road Supervisor
- Perform various supervisory duties related to the Operations Services summer and winter callboards which include duties as required outside of normal hours
- Physically work along with a crew, including operating vehicles and equipment as required
- Perform other related duties as assigned

Requirements:

- Two (2) year diploma in one of the following: Civil Engineering Technician, Operations Management, Project Management, Environmental Technology or five (5) years of experience in road maintenance or heavy civil construction, three (3) of which are in a supervisory capacity or the equivalent combination of formal education and experience
- Proven supervisory skills and effective leadership qualities.

- Willingness to accept responsibility as well as the ability to work effectively under pressure.
- Excellent working knowledge of, and ability to apply, all safety policies, standards and legislation (Ontario Occupational Health and Safety Act) as well as City By-laws, Provincial Maintenance Standards, City Quality Standards and Winter Maintenance best practices
- Able to understand, express and apply technical concepts, methods, procedures as well as blueprint reading
- Demonstrated organizational skills related to the supervision of staff, the maintenance of records and development of maintenance operational programs
- Good communication skills and ability to understand and follow oral and written instructions
- Able to complete forms and records relevant to the job
- Must have an intermediate working knowledge of computers and related software such as Microsoft outlook, excel, internet, Lagan customer service, MTO hours of service, electronic weather monitoring and forecasting systems and GPS/AVL monitoring software
- Good interpersonal skills; tact and courtesy to deal with the general public and in discussing information or delegating assignments to colleagues
- Able to work alone or with minimal supervision; personal qualities of reliability and co-operation
- Sound judgment and initiative relating to the need for attendance to matters outside normal working hours and in dealing with issues in the absence of the supervisor
- Physically fit and able to perform strenuous work such as climbing, lifting and moving heavy items (80 lbs./approx. 36 kgs.), involving considerable effort, and capable of performing the work assigned in a safe manner
- Willing and capable of cross training in related areas of work, in order to fulfill various assignments
- First Aid, WHMIS, Working from Heights and Confined Space training are mandatory
- Ontario Driver's License (minimum Class "D-Z") in good standing and able to pass the Corporation's tests for motor vehicle operation
- Capable of obtaining a minimum Operator 2 internal license
- Possess certified membership in OACETT (Ontario Association of Certified Engineering Technicians and Technologists) and or a CRS (Certified Roads Superintendent) will be considered an asset
- Ability to serve on the Winter and Summer Call Board and perform various duties as assigned
- Must be willing and able to work assigned winter shifts and shift work

Apply online at: <https://oshawa.jobs.net/en-CA/search>

As a condition of employment, the City of Oshawa will require successful candidates to undergo a Criminal Records and Judicial Matters check and an employment medical.

Please be advised that position location as noted is at the time of posting and is subject to change, as required due to operational needs.

We would like to thank all applicants however, please note that only those selected to attend an interview will be contacted and all other applicants will be kept on file. Applicants are advised that written, oral and practical testing may form part of the selection process.

The City of Oshawa is situated on lands and waters within the Williams Treaties Territory, home to seven First Nation communities of the Michi Saagiig and Chippewa Anishinaabeg, who have cared for and maintained these lands from time immemorial and continue to do so to present day. [Learn more](#)

We are an Equal Opportunity Employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code (OHRC). The City of Oshawa promotes the principles of diversity, equity and inclusion and adheres to the tenets of the Canadian Human Rights Act and the Ontario Human Rights Code. The City of Oshawa encourages applications from women, Indigenous Peoples and persons of all cultures, ethnic origins, religions, abilities, ages, sexual orientations, and gender identities and expressions.

The City of Oshawa will provide accommodations throughout the recruitment and selection and/or assessment process to applicants with disabilities and/or needs related to the OHRC. If you require an accommodation during the recruitment process or assistance with the application process please contact Human Resource Services. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.