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Town of Aurora

Employment Opportunity

Corporate Services

Division of Human Resources

Manager, Public Works

Employment Type: Permanent, Full Time

Location: Aurora, Ontario

Salary Range: \$107, 042.95-\$133,803.51

Closing Deadline: June 10, 2025

The Town of Aurora is located in the heart of York Region and just 30 kilometers north of Toronto. Our vision is to become a progressive community with a small-Town charm and our mission is to deliver exceptional services that make people proud to call Aurora home. Our workforce is talented, diverse, and committed to fostering a culture that exemplifies teamwork, embraces innovation, and values diversity, equity, and inclusion to achieve mission excellence. It is important that our workforce reflects the citizens we serve. Come join us at the Town of Aurora, "You're in Good Company".

Position Summary

Reporting to the Director of Operational Services, the Manager, Public Works is responsible for overseeing the Town's Operations Division, including roads, water/wastewater, waste/recycling, fleet, and facility maintenance. This role ensures the effective delivery of services, manages staff and contractors, oversees budgets and capital planning, and supports emergency response and public inquiries. The Manager also contributes to policy development, contract administration, and interdepartmental coordination.

Responsibilities

- Lead and manage programs for roads, water distribution, wastewater collection, waste/recycling, fleet, and facility maintenance.
- Supervise and support a diverse team including supervisors, technicians, coordinators, and contracted staff.
- Develop and manage operating and capital budgets, procurement processes, and service contracts.
- Ensure compliance with health and safety, environmental, and legislative standards.
- Conduct site inspections, manage service requests, and respond to public and relevant parties' inquiries.
- Participate in collective bargaining process and support Supervisors on grievance resolution.
- Provide strategic and operational support to the Director and participate in corporate initiatives.

Qualifications

- University degree in Civil/Municipal Engineering with PEO or OACETT accreditation; AORS Senior level preferred.
- Ministry of Environment Certification (Class 2) for Wastewater Collection and Water Distribution, considered an asset.
- Minimum five (5) years of municipal public works management experience, including in a unionized setting.
- Strong knowledge of public works operations, safety practices, legislation, and contract administration.
- Excellent leadership, communication, problem-solving, and organizational skills.
- Proficiency in Microsoft Office and infrastructure management systems.
- Valid Class "D" driver's license with "Z" endorsement and access to a reliable vehicle.
- Availability for after-hours emergencies and meetings.

Successful applicants to this position will be required to provide a **Police Criminal Record**

Check that is satisfactory to the Town prior to their start date at the applicants' own cost.

If you are interested in joining our dedicated team of municipal professionals, please visit our [Jobs - Town of Aurora](#) page and apply to the position directly.

The Town of Aurora is an equal opportunity employer that is committed to an inclusive, barrier-free recruitment and selection processes and work environments. We are committed to recognizing and celebrating the diversity of opinion, talent and expertise that make each person unique. We thank all applicants and advise that only those selected for an interview will be contacted.

Applicant information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment with the Town of Aurora. Questions about this collection of personal information should be directed to the Human Resources Division at 905-727-3123.

Artificial Intelligence Transparency Notice

At the Town of Aurora, we are committed to transparency and fairness in our recruitment process. While we utilize a recruitment system (ADP Workforce Now) with Artificial Intelligence (AI) powered capabilities, we do not currently use AI technology to screen, assess or select applicants relating to the recruitment process. While our system is equipped with AI tools, we prioritize a human-centered approach to recruitment. All candidate evaluations are conducted through direct human interaction, ensuring that hiring decisions are based on a thorough review of qualifications, skills, experience, and corporate cultural fit. We remain committed to transparency, fairness, and compliance with all relevant legislation, including Bill 149, in order to protect the rights and privacy of all applicants.