



**FULL-TIME FIELD SUPERVISOR  
(Distribution/Collection)  
COMPETITION NO.: PWE-2025-12**



<b>Posting Date:</b>	May 2, 2025	<b>Closing Date:</b>	May 16, 2025
<b>Department:</b>	Environmental Services	<b>Hours per Week:</b>	40 hours per week
<b>Benefits Entitlement:</b>	Yes	<b>Existing Position:</b>	Yes
<b>Pension Entitlement:</b>	Yes – Employer Matched Contributions		
<b>Salary Level 207:</b>	\$94,162 - \$117,707 (2025)	<b>Union:</b>	Non-Union

### Position Summary

Under the direction of the Chief Operator, the Field Supervisor is responsible for assisting the Chief Operator with organizing and assigning crews for the maintenance of all aspects of water distribution, wastewater collection, storm water systems and to further ensure the quality and quantity of work performed by City employees and contractors.

### Duties

- Assist in the planning, assigning and organizing of work crews for the operation and maintenance of the water distribution and wastewater collection systems
- Direct union labour force and ensure work is in compliance with standard operating procedures and quality control standards
- Administer coaching, counselling or corrective action when necessary
- Supervise operations with night shift schedule, weekend on-call schedule and be able to address emergency work after normal working hours
- Complete workplace inspections, work audits, injury incident investigations, etc as required
- Assess problem areas and assist in the construction plan for future prevention
- Maintain daily work records of crews (including timekeeping), up-to-date records for Ministry reporting (MOE and MOL) and records of contracted equipment and materials
- Assist Chief Operator with complaint investigation
- Ensure compliance with all aspects of the Occupational Health and Safety Act
- Participate on a rotational On-Call system to address emergencies
- Fill in for Chief Operator as required

### Qualifications

- Two (2) year College diploma in Civil Engineering Technology
- A minimum of 4 years' experience in water distribution, wastewater collection and storm systems, as well as demonstrated supervisory/management experience
- Water Distribution Class 2 licence (minimum) or higher
- Wastewater Collection Class 1 (minimum) or higher
- Excellent oral and written communication skills, demonstrated ability to deal with the public in an effective and courteous manner and ability to compile various reports
- Proficiency in the use of computers (Microsoft Suite Office)
- Valid driver's licence with a clear driver's abstract
- Current and clear Criminal Record Check

### How to Apply

To apply for this position, applications must be received by the Human Resources Department no later than **4:00 pm** on the closing date of **May 16, 2025**.

**Via Email** [human\\_resources@timmins.ca](mailto:human_resources@timmins.ca)

*The City of Timmins is committed to providing a safe and supportive workplace where diversity, equity and inclusion are at the core of how we conduct business. As part of this commitment, we will ensure that persons with disabilities are provided reasonable accommodations throughout the recruitment and selection process, in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act. We thank all applicants for their interest; however, only candidates under consideration will be contacted.*

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