



*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 cooperative partnerships have enhanced its quality of life advantage, while maintaining a strong commitment to financial stewardship.*

Vacancy: Regular Full-Time Road Operations Technologist

Job ID: J0826-0445

Department: Community & Operations

Branch: Parks & Roads Operations Services

Location: Consolidated Operations Depot

Posting Start Date: 2026/09/14

Posting End Date: 2026/09/23 by 4:30pm

Employment Group: 251

Salary Grade: 9 – \$42.05 - \$46.72 per hour

Standard Weekly Hours of Work: 40.00

Shift Work Required: No

Job Description

Reporting to the Superintendent, Roads Operations, or designate, the Road Operations Technologist is responsible for providing technical and operational assistance to Roads Operations Services. The position supports the planning, coordination, inspection, administration, and delivery of road maintenance services and capital programs.

Responsibilities:

- Complete fieldwork, including but not limited to survey layouts, field measurements, data collection, site investigations, infrastructure inspections, and site monitoring
- Assist with the administration and monitoring of maintenance and operational contracts, including programs such as stormwater management pond cleaning, curb cuts, slab jacking, sidewalk replacements, and other road maintenance activities
- Conduct field inspections, monitor construction and maintenance activities, identify deficiencies, and verify completed work for compliance with applicable drawings, specifications, standards, contract requirements, and City requirements
- Prepare deficiency lists, inspection records, audits, time studies, operational assessments, and other technical documentation
- Prepare drawings, schedules, estimates, routing, and designs as required to support Roads Operations Services, utilizing specialized software including Microsoft Office, AutoCAD, ArcGIS Pro, ArcGIS Online, and other related software
- Read, interpret, and apply engineering drawings, plans, specifications, standards, and technical documents related to municipal infrastructure, maintenance, construction, and operational activities
- Prepare and maintain data inventories and records in support of capital and operating budgets, asset inventories, and operational programs
- Review and process work orders in accordance with approved budgets and established policies and procedures

- Assist with the preparation, monitoring, and tracking of project costs, schedules, quantities, and expenditures
- Coordinate multiple projects and operational programs, establish priorities, manage competing deadlines, and monitor project progress, costs, and schedules
- Create and maintain maps, infrastructure inventories, statistics, inspection records, and other data related to City infrastructure and Roads Operations programs
- Support asset management activities through the collection, maintenance, and analysis of infrastructure utilizing GIS software
- Undertake research, review studies, prepare reports, and provide technical information and recommendations as required
- Prepare documentation to support procurement activities, including tenders, quotations, requests for proposals, specifications, estimates, and other contract documents
- Assist with contract administration, including monitoring contractor performance, reviewing completed work, maintaining records, and supporting payment and cost verification
- Liaise with City staff, contractors, consultants, utility companies, residents, and other external stakeholders regarding work orders, inspections, project progress, maintenance activities, and operational requirements
- Support winter operations through the calibration and monitoring of winter maintenance equipment, weigh scales, and RWIS stations
- Maintain and update electronic spreader controls, GPS/AVL systems, and other operational technology as required
- Track and analyze winter operations information, including operational costs, material usage, service levels, equipment data, GPS/AVL information, and other relevant performance data
- Provide inventory control and maintain records for winter maintenance materials
- Assist in ensuring operational programs, inspections, documentation, and maintenance activities are completed in accordance with applicable legislation, regulations, standards, policies, and procedures
- Provide technical support and assistance to Roads Operations staff in the use of applicable software, systems, technology, and operational equipment
- Perform other related duties as assigned

Requirements:

- Demonstrated knowledge and skill normally associated with completion of a three (3) year Community College program in Civil Engineering Technology, plus three (3) years of municipal construction and maintenance experience; or an equivalent combination of education and relevant experience
- Advanced experience and skills using personal computers and various software applications, including Microsoft Office, ArcGIS Pro, ArcGIS Online and AutoCAD, with the ability to provide computer and technical guidance and direction to Roads Operations staff
- Experience with Geographic Information Systems (GIS), including the ability to utilize mapping and infrastructure data to support operational planning, asset inventories, data analysis and decision-making
- General knowledge of surveying processes, principles, and equipment, including field measurements, layout, data collection, and the use of equipment such as GPS/GNSS and total stations, would be considered an asset
- Experience in surveying, drafting, concrete, asphalt, drainage structures, and winter control

- Experience in municipal procurement, tender preparation, contract administration, construction inspection, and monitoring contractor performance would be considered an asset
- Experience conducting field inspections, monitoring construction and maintenance activities, identifying deficiencies, and verifying completed work for compliance with applicable specifications, standards, and contract requirements
- Demonstrated ability to read, interpret, and apply engineering drawings, plans, specifications, standards, and technical documents related to municipal infrastructure and maintenance activities
- Familiarity with asset management principles, infrastructure inventory and inspection systems, Maintenance Management Systems, and applicable City By-laws, Policies, Procedures, and Operations Quality Standards
- Working knowledge of the Minimum Maintenance Standards for Municipal Highways, Ontario Provincial Standard Specifications and Drawings (OPSS/OPSD), and applicable legislation, standards, and guidelines related to municipal road operations and maintenance
- Demonstrated ability to coordinate multiple projects and operational programs, establish priorities, manage competing deadlines, and monitor project costs and schedules
- Excellent research, analytical, mathematical, organizational, and problem-solving skills
- Strong verbal and written communication skills and customer service skills to deal effectively with staff, contractors, consultants, external agencies, and the general public
- Ability to work independently and as an effective member of a team and to work effectively under pressure
- Ability to exercise sound judgement and make decisions within established policies, procedures, standards, and guidelines
- Current registration as a Certified Engineering Technologist (CET) with OACETT
- Possession and maintenance of a valid Ontario Driver's Licence, in good standing (minimum Class "G"), a driver's abstract showing no demerit points, and the ability to pass the Corporation's tests for motor vehicle operation

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

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.

Applicants who are currently employed by the City of Oshawa are asked to clearly indicate their status as an internal applicant in their application. Please ensure that you check your email regularly to receive any correspondence.

Apply Online: <https://www.oshawa.ca/city-hall/careers/>

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.