Supervisor, Operations

Township of Oro-Medonte

About the Township

Nestled along the trails, shoreline and beautiful hills of Simcoe County, the growing municipality of the Township of Oro-Medonte offers a unique experience to work, live and play. Built on the care for our land and community, the Township leads with a people first mindset, seeking opportunities to continually improve our commitment to deliver exceptional public services, improve our ways of working, and support our team's development.

About the Role

The Township is seeking a Supervisor, Operations – Transportation who will be responsible for overseeing daily operations, maintenance, scheduling, and customer service to ensure compliance with service levels and legislative standards. This role involves supervising and motivating a team, including equipment operators, labourers, and contracted service providers, to achieve departmental goals.

Highlights of Key Responsibilities Include:

- Lead staff in a unionized environment, including scheduling, training, coaching, performance management, work assignments, and compliance with the collective agreement.
- Promote a safe, collaborative, and accountable workplace; develop standard operating procedures, work plans, hazard assessments, and staff training.
- Plan and coordinate maintenance and construction activities, deploying staff, equipment, contractors, materials, permits, and other resources efficiently.
- Oversee municipal roads, winter operations, drainage, traffic assets, forestry, bridges, signs, pavement markings, rights-of-way, operations yards, and gravel pit activities.
- Conduct and coordinate patrols, inspections, field surveys, site evaluations, work orders, and regulatory records in accordance with legislation and service standards.
- Respond to resident and stakeholder inquiries, investigate complaints, determine root causes, and ensure timely follow-up and service resolution.
- Coordinate with engineers, consultants, contractors, neighbouring municipalities, regulatory agencies, emergency services, and affected property owners.
- Support asset management, business planning, budgets, procurement, contract administration, performance reporting, inventory control, and accurate time and equipment records.
- Ensure vehicles, equipment, facilities, materials, and digital operating records meet legislative, safety, maintenance, and risk-management requirements.
- Collaborate with the Supervisor at the other facility to coordinate work across shifts and locations and participate in the rotating on-call schedule for after-hours and emergency response.

What you Bring

The ideal candidate has a diploma in civil, construction, or environmental technology, or an equivalent qualification; at least five (5) years of related municipal operations experience; and two (2) years of supervisory experience, preferably in a unionized environment. A Certified Roads Supervisor (CRS) designation, equivalent credential, or eligibility to obtain it is required, along with a valid DZ licence, or the ability to obtain. The successful candidate will bring strong knowledge of municipal public works legislation, road and drainage maintenance, construction

practices, health and safety, surface mining, vehicles, and equipment, with the ability to use relevant field tools and lift up to 22 kilograms. Strong leadership, problem-solving, customer service, communication, stakeholder relations, record-keeping, and project and time management skills are essential, as are proficiency in Microsoft Word, Excel, Outlook, and PowerPoint and working knowledge of GIS. The candidate must be able to support varied shifts, work overtime when required, participate in an on-call rotation, and live close enough to respond to operational and after-hours emergencies.

A satisfactory Driver's Abstract and Criminal Background Check are required for this role.

What We Offer

This management position offers a salary commensurate with experience and education of $95,090 - $115,582 (2026 salary wage rate). The Township of Oro-Medonte values work-life balance, employee well-being, and professional growth. In this role, you will enjoy comprehensive employer paid health coverage, contributory OMERS pension plan, engagement events, and learning and professional development opportunities.

The Township of Oro-Medonte is an equal opportunity employer and is committed to fostering a workplace culture rooted in equity, inclusion, and respect.

Application Deadline

If you are interested in joining our team of dedicated municipal professionals, we encourage you to submit your application through our Township's website via the link below by **4:30 p.m. on December 7, 2026.**

Apply Now!

The Township of Oro-Medonte is committed to an inclusive, barrier free environment. Accommodation will be provided in all steps of the hiring process. Please advise the Township of Oro-Medonte's People and Culture Department if you require any accommodation to ensure that you can participate fully and equally during the recruitment and selection process. We thank all applicants; however, only those considered for an interview will be contacted. Personal information is collected pursuant to The Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of the candidate selection. Questions about this collection should be directed to the People and Culture Department.