

Chargehand Level 3 – Streets & Roads

Public Works

Competition # 64

Please apply with a cover letter and resume online at: <https://jobbank.brandon.ca/>

Position Conditions: This is a full-time, permanent position of 40 hours per week. This position will be offered in accordance with conditions identified in the Collective Agreement between the City of Brandon and CUPE Local 69.

Rate of Pay: \$32.29 - \$39.13 per hour (2023 Rate)

Closing Date: 11:59 pm on March 11, 2025.

This competition will include testing and an interview.

PURPOSE OF POSITION

To coordinate and direct the activities of the Streets & Roads Section including, but not limited to supervising, co-coordinating and scheduling the activities of workers who operate equipment and machinery for snow clearing and winter maintenance, restoration, minor paving, and patching work, and maintenance of City roadways, lanes, sidewalks, and walking paths.

TYPICAL DUTIES AND RESPONSIBILITIES

Planning & Service Delivery

- Ensures the services of the Section are aligned with the City's vision;
- Guides and monitors the day to day operations of the Section, ensuring service efficiency and quality;
- Liaises with the Maintenance Manager to manage workflow;
- Coordinates scheduling and ensures resources are available;
- Responsible for continuously monitoring roadways, sidewalks, and paths during adverse weather conditions and coordinating necessary staffing and resources as required;
- Supervise all duties required of equipment operators, full time and seasonal employees;
- Liaises with service users and providers and delivers exceptional customer service;
- Carries out the action plans associated with the Section's goals.

Leadership & Employee Development

- Influences and inspires others to achieve individual and Section goals and objectives;
- Builds and maintains positive and healthy relationships;
- Promotes and guides others to understand delivery of effective services and achievement of objectives and their interrelationship;
- Promotes harmonious employee relations while guiding and coaching employees;
- Participates in initiatives, decisions, committees, and policy development for the Section and Division;
- Delivers training on issues related to areas of expertise;
- Liaises with other Division employees on issues to ensure continued operations;
- Demonstrates a commitment to the organization by actively participating in committees, programs, and organizational initiatives;
- Ensures employees are trained in appropriate safety practices and demonstrates a daily commitment to safety.

Supervision and Administration

- Coordinates the implementation of policies and programs in the Section;
- Coordinates Section staffing including participating in hiring, coordinating, coaching and leading activities, managing, participating in daily operations, and completing payroll functions for Section;
- Manages purchasing functions for the Section;
- May be responsible for the development and maintenance of the budgets including collection, evaluation, and compilation of information;
- Ensures adherence to collective agreements, Provincial/Federal legislation, policies, and procedures;
- Manages and maintains services contracts for the Section;
- Monitors the Section's services and identifies and resolves issues.

NOTE: This description is not intended to limit the assignment of work or be construed as a complete list of the many duties to be performed by the incumbent.

MANDATORY QUALIFICATIONS & EXPERIENCE

- Grade 12, G.E.D. , or Mature High School Diploma;
- Possess a valid and subsisting Class 3 with Air Manitoba's Driver's License;
- Minimum of five (5) years' experience, knowledge, and operation of all equipment similar to that found in the Streets & Roads section.
- Minimum of two (2) years' experience and knowledge of departmental operations that assist in the decision making of when to apply appropriate materials to road surfaces as required and the ability to make informed decisions during snow events to utilize staff and equipment in an appropriate manner to ensure the safety of roadway and walking path users within the City.

PREFERRED QUALIFICATIONS & EXPERIENCE

- Experience working with collective agreements or corporate policies an asset;
- Maintenance management experience including planning, scheduling and budgeting.

WORK CONDITIONS

The Chargehand works independently and as part of the team providing support to a variety of people.

- Self motivated and quality driven to perform independent projects; (daily)
- Wide variety of tasks requiring ability to manage multiple projects and make independent decisions; (daily)
- Work in a shared and consultative manner with other employees; (daily)
- May be required to work varying shifts in response to work demands; (occasionally)
- Responsible to the Maintenance Manager.

Please contact HR@brandon.ca for a complete job description

The City of Brandon is committed to an inclusive, barrier free environment and will accommodate the needs of applicants under the Accessibility for Manitobans Act (AMA) throughout all stages of the recruitment and selection process. We thank all applicants for their interest; only those advancing in the competition will be contacted. If contacted to participate in the process, please advise if you require an accommodation. If you are interested in finding out more about the City of Brandon job opportunities as soon as they are posted, please follow us on Facebook or X!