



MUNICIPAL FOREMAN

The Rural Municipality of Milton No. 292 is currently accepting applications for a full-time, Municipal Foreman. The Municipal Foreman is responsible for managing, administering, and delivering all municipal works programs and services to ensure that residents receive effective and appropriate services. The Municipal Foreman will ensure that all decisions and actions comply with the relevant legislation, policies, and procedures. The Municipal Foreman reports directly to the council.

The RM of Milton No. 292 offers competitive wages, an excellent group benefits package, and a pension plan.

Key responsibilities include, but are not limited to:

- Establish effective work relationships with ratepayers, staff, council, administration, and suppliers
- Effectively lead the outside workforce of 6 or more employees in the day to day operation of the municipality
- Demonstrate high standards of work practices
- Schedule workloads to maximize productivity and efficiency, and quality of work
- Management multiple projects at any given time
- Lead by positive example and encourage improvement in shop operations and practices
- Manage training needs, certifications, and timesheets
- All aspects of the health and safety program for the municipality
- Promote and participate in workplace safety and best practices.
- Be willing to acquire and upgrade skills as requested

The candidate must possess the following skills:

- Excellent management, supervision, communication, and leadership skills
- Excellent problem-solving skills
- Be self-motivated, demonstrate a good work ethic, and work as a team player
- Strong computer, organizational, and record-keeping skills
- Knowledge of and ability to operate graders, tractors, mowers, and other light, medium, and heavy equipment
- Experience in road maintenance, preservation, and construction
- Mechanical skills and equipment repair skills
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The candidate must have or be able to obtain the following:

- The Power Mobile Equipment Training certification
- Valid Class 5 driver's license, Class 1A would be an asset.
- A valid Ground Disturbance Level II
- WHMIS
- Standard First Aid
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Please send your resume along with your driver's abstract and expected wage per hour to the following address:

Rural Municipality of Milton No. 292
Box 70
Marengo, SK
S0L 2K0
306-968-2922
306-912-8922 fax
rm292.rm322@sasktel.net

For further information, please contact Reeve James Loken at 306-460-6516.