

# DAWSON CITY, YUKON

## SUPERINTENDENT OF PUBLIC WORKS

### Permanent, Full-Time

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Dawson City, Yukon, is home of the Klondike Gold Rush and the heart of Tr'ondëk Hwëch'in Traditional Territory; we're proud of our mining heritage and First Nations roots that run millennia deep. We're a thriving cultural community—with a post-secondary arts school, several world-renowned festivals, and burgeoning TV and film industry—that borders an outdoor playground sprawling hundreds of kilometres in either direction. We're a living historic community, with many landscape features and buildings that support our national historic site designation.

Mining, tourism, culture, and our people are the foundation on which our town stands, and we respect personal freedoms and diversity of all definitions. We're a welcoming town and a great place to make a life and raise a family. Our community has a new hospital and programming and activities that promote healthy lifestyles. We have a recreation centre, curling club, swimming pool, fitness centre, nine-hole golf course, off-leash dog park, and a ski hill. We enjoy an abundance of green spaces, including hiking, biking, and cross-country-ski trails. We also have a K–12 school, Yukon College campus, healthy business community, and numerous groups and organizations in which to get involved.

Reporting to the CAO, the Superintendent of Public Works is accountable for the management and operations of the City of Dawson's Public Works Department and for the leadership and administration of all divisions within the department, which includes asset management, water, waste-water, solid waste, drainage, building maintenance and transportation.

The Superintendent of Public Works is a key member of the senior management team providing leadership and advice to the CAO and elected officials in the establishment of strategic objectives and delivery of municipal services with a focus on fostering a positive work culture.

The successful candidate will develop and implement policies; assume the responsibility of planning, implementation, maintenance and evaluation of all municipal works and capital projects; and develop and control departmental budgets and expenditures.

The ideal candidate will have exceptional leadership skills with comprehensive knowledge of municipal infrastructure systems.

**If this position interests you, please submit your resume and covering letter clearly demonstrating the qualifications outlined below, as selection for further consideration will be based solely on the information you provide.**

- 2-Year Diploma in Civil Engineering or equivalent, or an equivalent level of education and/or relevant experience;
- 5 years experience related to local government or municipal operations;
- 5 years experience in a senior supervisory or management capacity;
- Proven project management skills;
- Considerable knowledge of municipal infrastructure, including methods, practices, specification and techniques used in the construction, operation and maintenance of infrastructure;
- Excellent management track record with specific accomplishments in directing budgets and strategic planning and to provide effective recommendations as a member of the management team;
- Ability to plan, direct, develop, implement and evaluate services and programs, bylaws, policies and procedures;
- A proven track record and commitment to safety and environmental procedures and encouraging a safe work environment;
- Experience managing, building, leading and motivating a team in a unionized environment;
- Experience in conflict management, mediation and problem solving;
- Excellent skills relating to communications, working with the public, boards and elected officials;
- Proven written and oral communication skills to develop and present reports, position papers and proposals;
- Excellent organizational skills, prioritizing and ability to multitask with minimal supervision;

Applicants able to demonstrate an equivalent combination of education and experience may be considered.

#### **Closing Date:**

A current resume and covering letter must be received at the City of Dawson Administration Building by **2:00 pm on Monday, March 16, 2020**. Applications to this position may be submitted by mail or email, to the following:

#### **Amanda King, Human Resources**

PO Box 308  
Dawson City, Yukon Y0B 1G0  
hro@cityofdawson.ca

#### **Salary & Benefits:**

Non-Union management position

Salary range of **\$93,759 - \$112,306**, plus benefits, in accordance with the *Management Employment Bylaw*.

**The City of Dawson thanks all applicants for their interest. Only those applicants who qualify for an interview will be contacted.**

To learn more about our community and what we have to offer please visit our website at [www.cityofdawson.ca](http://www.cityofdawson.ca)