



The Corporation of the Township of Gillies currently has one vacant position for a

Roads Maintenance Coordinator

Permanent, Full-Time (40 Hours per Week with some overtime) 6-Month Probation, benefits, OMERS Pension

Position is posted until filled

Wage: \$79,000 to \$83,200 (salary)

The Township is currently seeking an experienced and dedicated Roads Maintenance Coordinator for a permanent, full-time position. Candidates must possess a valid DZ driver's licence with a clean driver's abstract and demonstrate proficiency in operating heavy machinery, including graders, backhoes, loaders, and snow plows. A strong working knowledge of Ontario's occupational health and safety regulations is essential. Furthermore, applicants must exhibit solid computer literacy and record-keeping abilities. Due to the nature of the role, flexibility to respond to urgent maintenance calls and severe weather emergencies outside of standard operating hours is required.

Applicants are to review the detailed job description for the position, available on the municipal website at www.gilliestownship.com. Applications are being accepted until filled.

Submit your cover letter and resume in confidence to:

Laura Bruni, Dipl.M.A., Clerk/Treasurer

Email: gillies@gilliestownship.com (preferred option)

Mail: 1092 Highway 595, Kakabeka Falls, ON P0T 1W0

In-Person with sealed envelope

Attention to: Clerk-Treasurer

1092 Highway 595, Hymers, ON

(Side door entrance at Whitefish Valley Public School)

Hours of Operations: Monday, Tuesday, Thursday between 8:30 AM to 4:30 PM

(closed between 12-12:30PM for lunch)

The Corporation of the Township of Gillies thanks all applicants for their interest, but **only candidates selected for an interview will be contacted**. Accessibility accommodations are available for all parts of the recruitment process.

All applications and enquiries will be treated in strict confidence. The personal information collected will be used solely for candidate selection in accordance with the Municipal Freedom and Protection of Privacy Act.