



Corporation of the Town of Mattawa
Job Posting External
Permanent Full-Time Public Works Supervisor
Rate of Pay: \$54,200 - \$62,100/annually
Closing Date: December 19, 2025 – 12:00noon

The Town of Mattawa is seeking a dependable and motivated **Public Works Supervisor** to lead daily operations within the Public Works Department. This position oversees roads, water and sewer systems, fleet, landfill and seasonal maintenance activities to ensure safe, efficient, and reliable municipal services.

Key Responsibilities

- Supervise and schedule public works staff and contractors.
- Oversee maintenance of roads, sidewalks, stormwater infrastructure, and water and wastewater systems.
- Coordinate winter control operations and monitor weather conditions to meet Minimum Maintenance Standards.
- Ensure compliance with all applicable legislation, health & safety protocols, and municipal policies.
- Assist in budget planning, asset management, recordkeeping, and operational reporting.
- Respond to after-hours emergencies and support on-call rotation.

Qualifications

- Post-secondary education in civil engineering technology, public works, or a related field (or equivalent experience).
- Minimum 3–5 years of municipal operations or public works experience; supervisory experience considered an asset.
- Solid understanding of municipal infrastructure, road maintenance standards, and health & safety regulations.
- Class G licence required; DZ licence or willingness to obtain is an asset.
- Strong communication, leadership, problem-solving, and organizational skills.
- Ability to operate heavy equipment as needed and work in all weather conditions.

Hours of Work

Days, Evenings, Weekends, & Holiday work hours required. Regular workday 7:00am-4:00pm.

Applications must include cover letter and resume and be sent to: director@mattawa.ca no later than December 19, 2025 at 12noon.

This position is open to all applicants.

While we appreciate the interest of all applicants, only those selected for an interview will be contacted. Applicant information is collected under the authority of the Municipal Freedom of Information and Privacy legislation and will be used strictly for the purpose of candidate selection. Accommodation will be provided in all parts of the hiring process as required under the Town's Accessibility Policy. We encourage applicants to make their needs known to the Director in advance.