



RURAL MUNICIPALITY OF LAC DU BONNET

Assistant Public Works Manager

The Rural Municipality of Lac du Bonnet is excited to invite applications for an Assistant Public Works Manager position. The successful applicant will be responsible for a number of day-to-day activities associated with the operations of the Public Works Department.

Under the direction of the Public Works Manager, the Assistant Public Works Manager position is an “out of scope” management position. The position is responsible for providing corporate leadership, functional oversight, and strategic direction consistent with the overall goals in the RM of Lac du Bonnet’s Strategic Plan as it pertains to the Public Works Department. As a member of the administrative team, the incumbent will provide confidential strategic advice to the Public Works Manager and will act and assume the responsibilities and authorities of the Public Works Manager as directed.

The successful applicant should be a highly motivated individual with the following base qualifications:

- 5 years of Public Works experience or equivalent;
- 3 years of management experience with a minimum of Grade 12 education;
- Excellent communication skills and basic abilities with Microsoft software;
- Good attention to detail and excellent organizational and time management skills.

The following Competencies would be considered as asset:

- Level 1 Provincial Certified Water Distribution and Waste Water Program
- Knowledge of road maintenance and construction
- Experience in tendering and procurement or project management

The Assistant Public Works Manager position offers an attractive wage and benefits package. A complete Job Description can be found on our website at www.lacdubonnet.com. The posting shall remain open until filled.

To submit a resume and cover letter, or to inquire further about the position, please forward to:

Follow us at www.rmoflacdubonnet.com

Jen Hoffman
Public Works Manager
RM of Lac du Bonnet
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Email: pwmanager@lacdubonnet.com

We thank all applicants for their interest, however only those applicants being considered for an interview will be contacted.

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