

At the City of Brampton, our focus is people. From our employees to the community we serve, people are at the centre of everything we do. Our city is a living Mosaic made up of 250 cultures and 171 spoken languages. Recognized by **Forbes** as one of Canada's top employers and **Maclean's** best communities in Canada, the City of Brampton is a dynamic and innovative place to work and experience. We want you to join us in serving our diverse community with pride and passion.

Our Focus Is People ●●●●●



**JOB TITLE:** Director, Road Maintenance, Operations & Fleet  
**DEPARTMENT:** Public Works & Engineering  
**POSTING NUMBER:** 106212  
**NUMBER OF POSITIONS:** 1  
**JOB STATUS & DURATION:** Full Time Permanent  
**HOURS OF WORK:** 35-hour workweek  
**LOCATION:** Hybrid Model\*– when working onsite, you will report to the location of Williams Parkway Operations Centre.  
**SALARY GRADE:** 10  
**HIRING SALARY RANGE:** \$157,607.00 - \$177,308.00 per annum  
**MAXIMUM OF SALARY RANGE:** \$197,009.00 per annum  
**JOB TYPE:** Management and Administration  
**POSTING DATE:** July 26, 2024  
**CLOSING DATE:** August 16, 2024

**AREA OF RESPONSIBILITY:**

Reporting to the Commissioner, Public Works & Engineering, leads the Operations Section of the Division, which includes Road Operations (responsible for all right-of-way inspection and maintenance), Storm Drainage (storm sewers, catch basins, manholes, storm sewer management ponds, erosion control), Traffic Engineering Services (signage, traffic signals, street lighting, parking lots and meters, and school crossing guards), Fleet Services (administration and maintenance of Corporate Fleet) and Contracted Services. All applications through the Public Utilities Coordinating Committee are reviewed and approved by this position.

- Directs the activities of the Road Maintenance, Operations and Fleet including assignment of tasks, training and development, performance reviews/appeals, grievance responses, discipline and makes recommendations regarding promotions, demotions and terminations.
- Establishes the strategic direction for the Division, monitors performance and productivity levels, develops, revises and implements systems as required to align with and meet departmental and corporate strategic goals; develops and revisits the service plan to ensure it reflects changing patterns of demands on operation activities and to ensure appropriate allocation of operation resources.
- Formulates, administers and monitors the division's annual budget (current and capital) on a regular basis; participates in the presentation of the yearly budget requests to the Budget Committee.
- Promotes a service orientated culture and focus within the division through teamwork and open exchange to improve effectiveness while encouraging input from staff to empower and achieve results.
- Provides guidance and support to staff to ensure they are successful; ensures staff development reflects the business requirements of the organization.
- Develops new programs and services for clients; conducts research on new trends in the marketplace and recommends business strategies, if appropriate.

- Liaise extensively with members of City Council and City staff and represents the department at Committee meetings.
- Prepares and analyses reports to Council.
- Assesses impact of change, makes related decisions in keeping with the vision adopted by the City and oversees the implementation of modifications within the division.
- Complies with, analyses and interprets regulatory or legal standards as per: The Highway Traffic Act; the Occupational Health & Safety Act; MOE and Environmental Protection Act.
- Accountable for an annual operating budget in excess of \$60 million and a capital budget of over \$29 million.

## **SELECTION CRITERIA:**

### **EDUCATION:**

- University degree in Engineering and at least ten years of progressive public works experience or equivalent combination of education and experience. P. Eng would be asset.

### **REQUIRED EXPERIENCE:**

- Progressive senior management experience (5 years minimum) in leadership and administration of public works preferably in a municipal setting.

### **OTHER SKILLS AND ASSETS:**

- Managing staff in a unionized environment within the Municipal is an asset.
- Must possess ability to articulate a vision, to develop short and long-term strategies, and to effectively manage multiple priorities and projects of varying size, scope and diversity.
- Experience in writing analytical reports/studies with ability to identify problems, analyze and interpret complex data.
- Well-developed team leadership, supervisory, conflict resolution and negotiation skills. A prerequisite of sound financial acumen to effectively manage within budget constraints is required. Must have thorough knowledge and understanding of relevant standards, statutes, regulations and by-laws, as well as understanding of traffic services and road operations
- Computer proficiency is a must.

*\*\*Various tests and/or exams may be administered as part of the selection criteria.*

**Interview:** Our recruitment process may be completed with video conference technology.

As part of the corporation's Modernizing Job Evaluation project, this position will undergo an evaluation which may result in a change to the rate of compensation. Any changes affecting this position will be communicated as information becomes available. \*Our Hybrid Model is subject to change.

If this opportunity matches your interest and experience, please apply online at [www.brampton.ca/employment](http://www.brampton.ca/employment) quoting **reference #106212 by August 16, 2024**, and complete the attached questionnaire. We thank all applicants; however, only those selected for an interview will be contacted. The successful candidate(s) will be required, as a condition of employment, to execute a written employment agreement. A criminal record search will be required of the successful candidate to verify the absence of a criminal record for which a pardon has not been granted.

As part of the application process, applicants will be invited to complete a self-identification survey. The survey is voluntary. Participation in the survey will have no impact on hiring decisions. Should you wish to opt out of completing the survey, please select "prefer not to answer" as a response to each question. All information collected is confidential and will not be shared with the hiring manager. The surveys will be anonymized and will be kept separate from applicant or employee files, such that the individuals who completed the surveys will not be identifiable. The results of the survey will assist in the analysis of disaggregated metrics for organizational planning purposes and our commitment to advance and foster diversity, equity, and inclusion. The City may use anonymized data to produce aggregate reports for internal or external use.

Please be advised, the City of Brampton uses email to communicate with their applicants for open job competitions. It is the applicant's responsibility to include an updated email address that is checked daily and accepts emails from unknown users. As we send time sensitive correspondence via email (i.e. testing bookings, interview dates), it is imperative that applicants check their email regularly. If we do not hear back from applicants, we will assume that you are no longer interested in the Job Competition and your application will be removed from the Competition.

If you would like to request content in an alternate format, please contact the Accessibility office by submitting a new [Alternate Format Request](#).



*The City is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you require any accommodations at any point during the application and hiring process, please contact [TalentAcquisition@brampton.ca](mailto:TalentAcquisition@brampton.ca) or 905.874.2150 with your accommodation needs, quoting the job opening ID#, job title. Any information received relating to accommodation will be addressed confidentially.*