



## THE REGIONAL MUNICIPALITY OF DURHAM

### Works Department

#### **Damage Prevention Supervisor** **(Regular Full-Time)**

**Job ID: 22352**

**Job Number: 543**

**Open: Jan 28, 2026    Close: Feb 13, 2026**

#### **Diversity, Equity and Inclusion Statement**

The Region of Durham is committed to advancing equity, diversity and inclusion within our organization and the communities we serve. We welcome and encourage applications from people who are Indigenous, racialized persons, women, persons with disabilities, members of LGBTQ2S+ communities, and others who may contribute to the further diversification of our workforce, including those who experience systemic barriers.

In accordance with the Accessibility for Ontarians with Disabilities Act (AODA) and the Ontario Human Rights Code, accommodation will be provided throughout the recruitment process upon request, based on any Code-protected ground.

#### **Number of Available positions:**

Vacancies: 01- Regular Full Time

This position is located at the Oshawa/Whitby Depot at 825 Conlin Road East in Whitby, Ontario

#### **Damage Prevention Supervisor- Maintenance Ops**

Reporting to the Project Manager, the Damage Prevention Supervisor provides leadership, oversight, and direction to the Region's utility locating and damage prevention program, ensuring the protection of underground infrastructure and compliance with provincial legislation.

The incumbent will be responsible for supervising Damage Prevention Technicians and administrative support staff, coordinating locate operations, implementing damage prevention best practices, and acting as the Region's primary liaison with Ontario One Call and related industry stakeholders. The role plays a critical part in minimizing utility strikes, supporting safe excavation practices, and safeguarding critical municipal infrastructure.

The incumbent will:

- Supervise, coordinate, and support the daily activities of Damage Prevention Technicians and related administrative staff to ensure accurate, timely, and compliant utility locate services
- Oversee scheduling, workload management, and resource allocation for all locate requests to meet legislative service standards and operational requirements
- Ensure all municipally owned underground infrastructure is located accurately using appropriate equipment and technologies, including electromagnetic locators, GPS, GIS mapping systems, engineered drawings, and conventional field methods
- Review and audit completed locates and documentation to ensure accuracy, quality, and adherence to regulatory, safety, and Regional standards
- Develop, implement, and maintain damage prevention procedures, protocols, and quality control measures aligned with industry best practices and legislative requirements
- Provide technical guidance and field support on complex or high-risk locate situations and excavation sites
- Conduct investigations into utility damages, near misses, and incidents; determine root causes; complete all required ORCGA Damage Information Reporting Tool (DIRT) submissions; and support recovery of costs where applicable
- Lead and coordinate training initiatives for locate staff, including onboarding, refresher training, and safety education related to damage prevention, locating techniques, and legislative compliance
- Act as the primary liaison with Ontario One Call (On1Call), contractors, utility owners, internal Regional departments, and industry partners on locate-related matters, escalations, agreements, and reporting
- Prepare, analyze, and report on key performance indicators (KPIs), locate volumes, response times, incident trends, and program performance for management and regulatory reporting



- Support the preparation and monitoring of the damage prevention operating budget and contribute to continuous improvement initiatives, technology adoption, and process optimization
- Ensure compliance with the Ontario Underground Infrastructure Notification System Act, Occupational Health and Safety Act, and all applicable regulations, policies, and procedures
- Promote a strong safety culture by ensuring all staff follow safe work practices, attend required training, and use appropriate personal protective equipment
- Maintain accurate records, documentation, and data within locate software systems, GIS platforms, and corporate databases
- Perform other related duties as assigned

The successful candidate will possess:

- A post secondary diploma (minimum 2 years) in Civil Engineering Technology, Construction Management, Utility Coordination, Occupational Health and Safety, Environmental Technology, GIS, Subsurface Utility Engineering, or a related discipline, or an [equivalent combination of education and experience](#)
- Minimum five (5) years of progressive experience in utility locating, damage prevention, underground infrastructure management, or related municipal operations, including at least two (2) years in a supervisory or team lead role
- Demonstrated experience supervising staff, coordinating field operations, and managing performance in a technical operational environment
- Strong working knowledge of utility locating practices, damage prevention principles, and underground infrastructure systems (water, wastewater, roads, communications, gas, hydro)
- Applied knowledge of the Ontario Underground Infrastructure Notification System Act, Ontario One Call, ORCGA/CCGA best practices, and the Occupational Health and Safety Act
- Experience investigating utility damage incidents, conducting root cause analysis, and completing regulatory and industry reporting
- Proficiency with locating equipment, GIS systems, locate ticket management software, and Microsoft Office applications (Word, Excel, Outlook, SharePoint)
- Excellent leadership, communication, interpersonal, organizational, and time management skills, with the ability to manage competing priorities and deadlines
- Demonstrated professionalism, discretion, and ethical handling of confidential and sensitive information
- A commitment to equitable growth through mentorship and inclusive learning.
- Valid Ontario Class G Driver's Licence and regular access to a reliable vehicle

Preferred/asset qualifications include:

- Damage Prevention Technician (DPT) or ORCGA-related certification
- Ontario Association of Certified Engineering Technicians and Technologists (OACETT) certification (eg. CET, C. Tech and A. Sc.T
- Engineering Technologist or Technicians Association of Ontario (OACETT) certification
- Health and Safety certifications (e.g., JHSC, WHMIS, First Aid/CPR)

### **Management & Exempt Salary Grade 5**

- Salary: \$96,282 to \$120,353 per annum

### **Conditions of Employment**

All applicants are expected to comply with the Region of Durham's Code of Ethics and Code of Conduct Policies throughout the recruitment process. Proof of education, qualifications and any other job bona fide requirements will be



required prior to start date. A current Driver's Abstract will also be required.

### **External Application Process**

Come find a home where exciting and rewarding careers are balanced with your lifestyle. We thank all applicants; however, only those being considered will be contacted. Please apply online ([www.durham.ca](http://www.durham.ca)) no later than midnight (Eastern Standard Time) on the closing date indicated on the Job Posting.

The Region of Durham is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection process. If contacted for an employment opportunity and you require accommodation, or if this information is required in an accessible format, please contact us at: [RecruitingHelp@durham.ca](mailto:RecruitingHelp@durham.ca) and a Recruiter will provide appropriate assistance pursuant to the Region's Accommodation and Accessibility policies. Please note that resumes should not be sent to [RecruitingHelp@durham.ca](mailto:RecruitingHelp@durham.ca).

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