Job Posting

Public Works Shop Supervisor

Reporting to the CAO, the Public Works Shop Supervisor shall be responsible for the supervision and leadership of the County Shop Services and parts department and respond to service complaints and inquiries in a courteous and professional manner. He will effectively and efficiently manage the development and direction of the parts and service team, technical productivity, quality assurance, and the promotion of high-level satisfaction. Will be responsible for the assurance of accurate parts control, sourcing, and costing, as well as managing all staff, resources, and inventory.

Requirement:

* Heavy Duty Mechanic Certificate, with five (5) years of experience
* Experience with Municipal Government would be an asset
* Strong working knowledge of Provincial and Federal Transportation rules
* Ability to plan and direct municipal staff to ensure Equipment is repaired and operating at peak performance levels.
* Ability to determine and prioritize equipment repairs in a fast-moving environment.
* Work with Public Works and ASB Staff to ensure equipment is ready when required.
* Ability to inspect County equipment to ensure we meet provincial regulations.
* A working knowledge of part orders.
* Ability to tender equipment purchases while following NWPTA Requirements
* To always maintain a positive and productive atmosphere in the shop.

Cardston County offers a competitive salary package in an incredible work environment.

Full Time – Permanent Position, only those receiving an interview will be contacted.

To view the Detail Job description, please go to [cardstoncounty.com](http://www.cardstoncounty.com/) and scroll down to Local Notices

Deadline Date: October 21, 2022, by 12:00 Noon MST

Qualified applicants should contact: Murray L. Millward CAO

 Cardston County

 P.O. Box 580 – 1050 Main Street

 Cardston, Alberta T0K 0K0

403-653-4977 ph. 403-653-1126 fax

 office@cardstoncounty.com