# TOWN OF ARCOLA

## PUBLIC WORKS FOREMAN | FULL-TIME, PERMANENT

---

**Salary: $70,000–$80,000 annually** (based on experience and qualifications)
**Benefits:** Full benefits package and excellent pension plan

The Town of Arcola is seeking an experienced, dependable and motivated individual to lead its Public Works operations. This is a hands-on working Foreman position: the successful candidate will work alongside Public Works staff while coordinating daily operations and maintaining the infrastructure and services our community relies on.

### Key Responsibilities

- Supervise and work alongside Public Works staff; organize daily work and set priorities.
- Operate and maintain municipal water treatment, distribution, wastewater and collection systems.
- Maintain streets, drainage systems, culverts, municipal buildings and other Town assets, including seasonal snow removal.
- Operate and maintain equipment; troubleshoot infrastructure and equipment problems.
- Support preventative maintenance, record keeping, asset planning and safe work practices.
- Respond to urgent utility and infrastructure issues, including participation in an after-hours on-call rotation.

### Qualifications & Experience

- Previous municipal Public Works experience and hands-on knowledge of water, wastewater, streets and drainage systems.
- Class 1 Water Treatment, Water Distribution, Wastewater Treatment and Wastewater Collection certifications are preferred.
- Applicants with strong municipal water and wastewater experience who are working toward required certifications may also be considered.
- Experience operating and maintaining municipal equipment, with strong mechanical and troubleshooting skills.
- Leadership, communication, organization and problem-solving skills; ability to work independently and as part of a small team.
- Valid driver's licence.

### How to Apply

**Please submit a resume outlining your relevant experience, certifications and qualifications to cao@townofarcola.ca.**

Applications will remain open until a suitable candidate is found. We thank all applicants for their interest; however, only those selected for an interview will be contacted.