



MUNICIPALITY OF KILLARNEY

The Municipality of Killarney invites applications from qualified individuals for the position of

PUBLIC WORKS FOREMAN – TEMPORARY FULL-TIME

The Municipality of Killarney is seeking a highly motivated and experienced individual to temporarily fill the position of **Public Works Foreman**. Reporting to the Public Works Superintendent, the Foreman will be responsible for supervising, coordinating, and participating in the daily operations of the Public Works Department.

This is a **working Foreman position**, requiring both leadership and hands-on involvement in municipal operations.

Key Responsibilities:

- Supervise, coordinate, and schedule daily work activities of Public Works staff;
- Participate directly in operational work alongside staff;
- Oversee a wide range of municipal services, including:
 - Road maintenance (roads, streets, sidewalks, culverts, ditches)
 - Water and sewer systems operated by Ontario Clean Water Agency
 - Landfill operations
 - Municipal buildings and facilities
 - Public beach, docks, bridges, airport, and heliport
 - Cemeteries and general municipal infrastructure
- Ensure compliance with health and safety standards and applicable legislation;
- Monitor infrastructure and respond to public safety concerns;
- Supervise contractors and external service providers;
- Ensure all public works employees, as well as summer students are trained on equipment and follow all Health & Safety protocols;
- Maintain accurate records, reports, and timesheets;
- Manage inventory and order materials and supplies;
- Combination of office, field, and outdoor work in varying weather conditions;
- On-call and emergency response may be required;
- Assume the duties of the Public Works Superintendent in his/her absence.

Qualifications:

- Minimum of five (5) years' supervisory experience in a municipal or construction environment;
- Experience operating heavy equipment and municipal machinery;
- Strong knowledge of applicable legislation, regulations, and municipal operations, with a focus on workplace health and safety.
- Valid Class G driver's licence (minimum);
- CPR and First Aid certification;
- Chainsaw operation certification (or willingness to obtain).

Skills and Attributes:

- Strong leadership and supervisory skills;
- Excellent communication and interpersonal abilities;
- Proven problem-solving and decision-making skills;
- Ability to work under pressure and respond to emergency situations;
- Ability to adapt to changing priorities in a fast-paced environment.

Compensation and Benefits:

- Salary range: \$61,400 to \$69,110, commensurate with qualifications and experience;
- Competitive compensation and comprehensive benefits package;
- Mandatory enrollment in the OMERS pension plan for full-time employees.

Training Provided:

- Occupational Health & Safety Awareness
- WHMIS
- AODA Customer Service Training, including Human Rights
- Workplace Violence & Harassment Prevention

Additional Requirement: A Vulnerable Sector Check is required prior to work commencing.

Those interested in applying for this position must forward a complete resume in confidence to the address listed below to be received in the municipal office no later than **3:00 p.m. Friday, May 15th, 2026.**
Late submissions will not be accepted.

Mrs. Candy Beauvais, Clerk-Treasurer
The Municipality of Killarney
32 Commissioner Street
Killarney, Ontario
P0M 2A0
Fax (705) 287-2660
E-mail: cbeauvais@municipalityofkillarney.ca

In accordance with Municipal Freedom of Information and privacy legislation, applicant information is collected under the authority of the Municipal Act and will be used strictly for the candidate selection. We thank you in advance for your interest in the above noted position. However, please note that only those applicants receiving an interview will be advised of the recruitment outcome. The Municipality of Killarney is committed to employment equity and is an equal opportunity employer.

If you require a disability-related accommodation in order to participate in the Municipality's hiring process, please contact the Clerk-Treasurer's office to discuss your needs.

DATED: APRIL 29, 2026