



Summer Village of Silver Sands
PUBLIC WORKS SUPERVISOR
Permanent Position
(salary or contract)

The Summer Village of Silver Sands is seeking applications/proposals from individuals or companies interested in overseeing the operation of the Public Works Department. The Public Works Supervisor will report to the Chief Administrative Officer and will be responsible for planning and organization, for supervision of two additional summer employees (one part-time from July to August and one full-time from May through September) and for directing all functions of the department.

Summer work will consist of a 40-hour work week and include but not be limited to grounds maintenance such as grass cutting, trimming, signage, drainage, tree trimming/removal and weekly blue-bag recycle pick up.

Winter hours will be staggered and may be reduced depending on weather conditions. Winter work will consist of snow removal and sanding as required, bi-weekly blue-bag recycle pick up and culvert maintenance in preparation for the spring thaw.

Operation and maintenance of the following equipment will also be required:

- 2017 Dodge 3500 4x4 dump truck (gas) e/w 9-foot Boss snow plow, and a 2-yard Saltdogg sander
- 2006 Massey 1533 diesel tractor 4 x 4 e/w front-end loader and a 3-point hitch scraper blade
- 2005 Honda ATV
- Kubota RTV
- John Deer 997 riding lawn mower

The Summer Village welcomes resumes for a salary position, or proposals on a contract basis for all or part of the required work and/or the Supervisor position. This position can be compensated on a salary or contract basis.

Requirements: a valid driver's license and driver's abstract will be required at time of interview, CSA approved work boots, own transportation. A criminal record check will be required once the successful candidate is chosen.

Resumes/Contract proposals, including expected compensation, can be submitted to:

Mail:
Summer Village of Silver Sands Administration Office
Box 8
Alberta Beach, AB. T0E 0A0

Fax: 780-967-0431

Email: administration@wildwillowenterprises.com

Deadline for applications/proposals is **Friday, December 11th, 2020.**

We thank all those who submit resumes/proposals, but only those selected for an interview will be notified.