



## Employment Opportunity

### Supervisor, Public Works

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<b>Department:</b>	Public Works
<b>Posting Date:</b>	August 29, 2025
<b>Location:</b>	Garden Village, Public Works Garage
<b>Schedule:</b>	Full-Time / 35 hours per week / Evenings and weekends as needed
<b>Job type:</b>	Full-Time / Permanent
<b>Vacancies:</b>	One (1)
<b>Reports To:</b>	Director of Community Planning and Infrastructure
<b>Salary Range:</b>	\$63,336.00-\$83,556.20

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Nipissing First Nation (NFN) is seeking a **dedicated and motivated leader** to join our team as **Supervisor, Public Works**. In this role, you will oversee the daily operations and maintenance of essential community infrastructure, ensuring that services such as roads, waste management, and recreational facilities are delivered safely and efficiently.

This position supports NFN by safeguarding and maintaining infrastructure that is vital to the health, safety, and well-being of our community.

#### What You'll Do in the Role

- Oversee and direct the daily activities and responsibilities of Public Works staff.
- Manage and coordinate operations including roads, waste disposal, drainage systems, culverts, bridges, catch basins, parks, rink maintenance, and the Seniors' Snow Plowing Program.
- Ensure compliance with all Health & Safety policies, procedures, and regulations.
- Develop SOPs and coordinate orientations and training for staff.
- Serve as management representative on the Health & Safety Committee.
- Conduct site checks, monitor equipment usage, and ensure proper completion of maintenance tasks.
- Participate in Chief & Council meetings as required and prepare operational reports.
- Uphold confidentiality and maintain professional boundaries at all times.
- Represent NFN positively in the workplace and community.

#### Reasons to Join Nipissing First Nation

At NFN, we don't just offer a job, we offer a purpose-filled career in service to our community. Our workplace is one where learning is encouraged, growth is supported, and our culture is celebrated.

- ✓ Work with a passionate team rooted in community values



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- ✓ Gain valuable experience across all areas of HR
- ✓ Be part of an inclusive, supportive work culture
- ✓ Competitive salary and defined contribution pension plan
- ✓ Comprehensive benefits package - medical, dental, vision, life, and disability
- ✓ Business Casual dress and modern workplace practices
- ✓ Training, mentorship, and ongoing development opportunities

#### **Vacation Time:**

Start with three (3) weeks of vacation, plus enjoy a two (2) week paid office closure over the December holiday season - giving you time to rest, reset, and reconnect.

#### **Additional Leave:**

We offer better-than-average leave benefits to support your health, wellness, and work-life balance.

#### **What You Bring to the Table**

- Preferred: Post-secondary education in Civil Engineering, Public Works Management, or a related field.
- 3-5 years of relevant work experience in public works, construction operations, or infrastructure services.
- Must possess a valid G Driver's License; DZ License is considered an asset.
- Knowledge of equipment operations and ability to identify operational problems.
- Experience with data management programs for administrative and reporting purposes.
- Strong leadership, organizational, and communication skills.
- Ability to prioritize tasks, make operational decisions independently, and respond to emergencies.
- Knowledge of federal, provincial, and regional regulations impacting Public Works.
- Commitment to health and safety, confidentiality, and respectful community relations.
- Cultural awareness and respect for Indigenous traditions and values.

#### **Application Deadlines and How to Apply**

**Nipissing First Nation follows a structured and fair hiring process. Please identify your eligibility clearly in your application.**



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#### Round 1 - Closing September 12, 2025.

*Only open to registered Nipissing First Nation members.*

(Round 1 applicants will be considered at this stage.)

#### Round 2 - Closing September 19, 2025.

*Only open to spouses and children of registered NFN members and registered members of other First Nations.*

(Round 2 applicants will be considered at this stage.)

#### Round 3 - Closing September 26, 2025.

Open to all applicants (status and non-status).

Posting will remain open until the position is filled.

If you are excited by this opportunity and want to make a meaningful impact with Nipissing First Nation, please submit your **cover letter and resume** to:

 [resumes@nfn.ca](mailto:resumes@nfn.ca)

 **Deadline: 4:30 p.m. on the date assigned to your eligibility round**



#### **Are You a Member of NFN?**

Nipissing First Nation is deeply committed to the training, development, and employment of our members.

***We strongly encourage NFN members to apply,*** even if you don't meet every qualification. Your lived experience matters, and we consider all aspects of your background in the hiring process.

As per **Section 24(1)(a)** of the *Ontario Human Rights Code*, **preference will be given to First Nation applicants.**

***Miigwech to all applicants for your interest.  
Only those selected for an interview will be contacted.***



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