

THE HAMLET OF GJOA HAVEN IS RECRUITING A Director of Public Works

The Hamlet is recruiting an experienced manager and leader, with experience in managing garage operations, to oversee the Department responsible for the hamlet garage and municipal building maintenance.

Duties include:

- Ensuring compliance with legal and insurance requirements related to all municipal infrastructure and vehicles.
- Accountability for ongoing maintenance of vehicles, roads, buildings, and other infrastructure, conducting regular inspections and ensuring preventive maintenance takes place.
- Overseeing procurement of vehicles and parts and public works inventory.
- Ongoing evaluation and adjustment to staffing levels to meet the expanding needs of the municipality.
- Accountable for scheduling and on-going performance management of all public works staff.
- Making recommendations to the Chief Administrative Officer related to planning and lands, and other municipal matters.

The salary for this position is negotiable. The position is eligible for Nunavut Northern Allowance and other Hamlet benefits, including health benefits, pension, and subsidized staff housing.

This position will be open until filled.

Please send your resume to HR@gjoahaven.ca

A detailed job description is available from
HR at this address.

We thank all applicants in advance, however, only those selected for an interview will be contacted.