



Township of St. Clair

Engineering Department

The Township of St. Clair is seeking a motivated individual for a **Temporary Public Works/GIS Technician (up to 18 months)** position within the Engineering Department.

Working directly under the supervision of the Coordinator, Engineering, the principal responsibilities for this position include assisting the Public Works Department with asset management, records management, maintenance management and GIS; preparation and administration of technical studies and reports; reviewing and actioning utility locate requests; asset and condition assessment inventory; and assisting with operations capital projects.

Education and Qualifications:

Qualifications will include a college diploma in Civil Engineering or GIS, a valid Class G Ontario driver's license and three (3) years' related experience. Must be proficient in CAD, ArcGIS, word processing, spreadsheets and database software. possess the ability to deal with conflict effectively. Demonstrated verbal and written communication skills with the ability to effectively communicate information in a clear and concise manner.

Compensation will be in accordance with OPSEU Local 123 Collective Agreement. The rate of pay will range from \$31.71 – 38.12 per hour and the successful candidate will assume a 35-hour work week. Only those candidates selected for interview will be contacted.

Candidates are invited to submit a resume in confidence clearly marked "Temporary Public Works/GIS Technician" to hr@stclairtownship.ca until December 24, 2024.

Please note this document is available in alternative formats upon request, to accommodate individuals with a disability beginning with the recruitment process. The Township of St. Clair is committed to providing accommodations for people with disabilities. If you require accommodation, please contact the Human Resources office and we will make all necessary arrangements to meet your needs.

St. Clair Township values the diversity of the people it hires and serves. Diversity at our Corporation means fostering a workplace in which individual differences are recognized, appreciated, respected and responded to in ways that fully develop and utilize each person's talents and strengths.

Personal information submitted will be used for the sole purpose of this competition. It is collected under the authority of the Municipal Act and will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for employment purposes.