



DISTRICT OF SPARWOOD DIRECTOR OF OPERATIONS

A recently announced retirement has created an opportunity for a qualified and experienced person to join the District of Sparwood Management Team as Director of Operations. This position is responsible for strategic planning and management of the Public Works Department as well as providing expertise and advice to the Chief Administrative Officer and Council.

The District of Sparwood, population approximately 4,000, is a growing community, located in the East Kootenays and offers a safe place to raise a family, high quality schools and great recreational facilities. This position provides you with the opportunity to advance your career while enjoying the active outdoor lifestyle. We offer limitless types of outdoor recreational activities ranging from mountain biking and snowmobiling to fishing and hunting and we are only a short distance away from world class skiing and snowboarding at the Fernie Alpine Resort. Also, under construction in Sparwood is the new Whiskey Jack Resort, which will include an 18-hole signature golf course, 950 new residential homes and a new hotel. Come and be part of this exciting journey!

Reporting to the Chief Administrative Officer, the successful applicant will be responsible for the overall management of the Public Works Department. Candidates must possess strong visionary leadership abilities and management skills with a proven track record of being able to work closely with fellow managers, council members, the public and staff. Good presentation and written communication skills are also a must. The successful candidate will be someone who is results oriented and capable of making recommendations and decisions of a technical nature. You will develop policy, procedures and operating programs and set goals for the department.

The ideal candidate will have a good understanding of Municipal Government, including the tendering process, RFPs, grant submissions, preparation of budgets, municipal infrastructure and maintenance practices. Computer proficiency with Microsoft Office is required as well as a valid BC Class 5 Driver's Licence. Preferred candidates will have a post secondary education in a related discipline or will have a combination of both education and municipal experience. Certification in water and wastewater operations through the Environmental Operators Certification Program would also be an asset.

The District offers a competitive salary dependent upon qualifications as well as a comprehensive benefit package. Relocation assistance may also be available. Qualified candidates are invited to submit their detailed resume, covering letter, three references and salary expectations in confidence up to 12:00 noon, Wednesday, February 24, 2010 to the attention of:

(Ms.) Sandy Hansen,
Chief Administrative Officer
District of Sparwood
Box 520
Sparwood, B.C. V0B 2G0
Telephone: (250) 425-6271
Fax: (250) 425-7277
E-Mail: shansen@sparwood.bc.ca

The District of Sparwood wishes to thank all applicants for their interest and advises that only short listed candidates will be contacted.