



**The Corporation of the
Township of Ignace**
34 Main St. P.O. Box 248
Ignace, ON P0T 1T0
Tel: (807) 934-2202
www.ignace.ca

JOB POSTING

The Township of Ignace is accepting applications for a Temporary Full-Time Public Works Operator/Labourer.

Job Description

Title	Operator / Labourer
Positions:	1 Position
Term:	Temporary Full-Time (Up to 6 months, possible extension)
Hours:	40 hrs / wk
Wage:	\$31.76 / hr
Department:	Public Works
Group:	Union - CUPE
Direct Supervisor:	Manager of Infrastructure & Public Works
Date Posted:	April 2, 2026

POSITION SUMMARY:

This position is a temporary full-time term assignment established to address short-term operational requirements and/or labour-related circumstances within the Public Works Department. The position is not intended to create or establish a permanent role within the bargaining unit.

This position is subject to early termination, extension, or modification at any time, including but not limited to the resolution of an ongoing labour relations matter or changes in operational requirements.

The Township of Ignace is seeking a motivated and skilled Public Works Equipment Operator/Labourer to join the Public Works team. This position is responsible for the safe and effective operation of heavy equipment, as well as performing various labour-related tasks to maintain and improve the Township's roads, water and sewer services, buildings, and public lands.

The successful candidate will work closely with the Public Works Manager and other staff to support the delivery of municipal services, respond to operational demands, and ensure the safety and convenience of the public throughout the duration of this temporary assignment.



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KEY RESPONSIBILITIES:

Facility Maintenance and Operations:

- Operate a variety of municipal equipment, including graders, loaders, backhoes, dump trucks, snowplows, and other heavy machinery as required.
- Perform road grading, pothole repair, and gravel hauling; clean streets, bridges, and catch basins; install and repair culverts, fencing, guardrails, guideposts, and sidewalks.
- Conduct snowplowing, sanding, and salting operations to maintain safe road conditions during the winter months.
- Assist with water and sewer line installation, repair, and maintenance; respond to water main breaks and sewer stoppages.
- Perform general landscaping, remove hazardous tree limbs, and maintain Township buildings for public and staff safety.
- Respond to municipal emergencies, including flooding, infrastructure failures, and hazardous road conditions.
- Install, maintain, and repair traffic signs, road signs, and safety barricades.
- Conduct routine inspections, preventative maintenance, and minor repairs to ensure safe equipment operation; report major repair needs to the Working Foreman and Infrastructure & Public Works Manager.
- Follow all Occupational Health and Safety Act (OHSA) regulations and Township policies to maintain a safe work environment.
- Engage with the public professionally and courteously, addressing concerns and providing assistance as needed.
- Support short-term operational priorities, including coverage for staffing changes, workload fluctuations, and other temporary service delivery requirements.
- Perform such other related duties as assigned, consistent with the scope of the position and operational requirements of the Township.

QUALIFICATIONS:

Education & Experience:

- Minimum three (3) years of experience operating heavy equipment in a municipal or construction setting.



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- Experience with winter road maintenance and road construction practices.
- Experience in water and sewer services is an asset.

Licensing & Certifications:

- Valid Class D driver's license with Z endorsement (DZ required; AZ considered an asset).
- Willingness to obtain additional certifications as required (e.g., chainsaw operation, first aid, traffic control).

Skills & Abilities:

- Ability to operate various types of heavy equipment safely and effectively.
- Strong mechanical knowledge and ability to perform basic equipment maintenance.
- Understanding of municipal infrastructure maintenance, including roads, water, and sewer systems.
- Ability to work independently and exercise sound judgment in problem-solving.
- Strong teamwork, communication, and organizational skills.
- Physically fit and able to perform labour-intensive tasks in various weather conditions.
- Ability to work under pressure, meet deadlines, and respond to emergencies as required.
- Ability to quickly integrate into an active work environment and perform duties with minimal supervision.

Additional Experience:

- Experience in small municipalities performing various recreational and public works functions is highly desirable.

Working Conditions:

- Work schedule is 6:30 a.m. to 3:10 p.m., Monday to Friday.
- Required to be on-call for emergency response related to water, sewer, road, or weather-related events, including nights, weekends, and holidays as needed.
- Work includes lifting heavy objects, standing for extended periods, operating machinery for long hours, and working in various weather conditions.
- Exposure to loud noises, dust, extreme temperatures, and potential hazards associated with heavy equipment operation and public works maintenance.



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- May be required to interact with residents and address concerns in a professional manner.

How to Apply:

Interested candidates are invited to submit their resume and cover letter as indicated bellow. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

Township of Ignace Township Office

34 Main Street.

Ignace, ON P0T 1T0

hr@ignace.ca

Closing date: Thursday, April 10, 2026, at 3:00 p.m.

Equal Opportunity Employer Statement:

The Township of Ignace is committed to an inclusive, barrier-free recruitment process. We will accommodate the needs of applicants under the Human Rights Code throughout all stages of the recruitment and selection process. Please advise us if you require accommodations to ensure you can participate fully and equally during the recruitment and selection process.