**Job Posting**

**Manager of Infrastructure and Planning (Permanent, Full-time)**

Moosonee, “the Gateway to the Arctic” is located on the Moose River in Northern Ontario. The municipality serves as the Transportation and Service hub for the James Bay Communities and has a population of approx. 2500. The community is currently seeking a strategic and motivated professional to lead the Town’s infrastructure and planning functions.

Reporting to the CAO, the Manager of Infrastructure and Planning is a senior leadership position responsible for the overall coordination, administration, and strategic direction of the Town’s Public Works (including water, wastewater, roads, and landfill), Planning, and Building Services. This position also plays a key role in municipal asset management in collaboration with the Treasurer and is responsible for overseeing capital infrastructure projects and reporting to external funding agencies. Key Responsibilities include oversight of Public Works, Planning and Building Services, Infrastructure Projects, Asset Management, Grants and Reporting, and Administration and Leadership. This position is key to the success and future of the Town of Moosonee. We are looking for someone with technical and tactical skillsets to lead the Town through an unprecedented period of growth.

**Desired Qualifications, Experience, and Skills:**

* Post-secondary education in Civil Engineering, Urban Planning, Public Administration, Water Treatment, or a related field. A professional designation (e.g., P.Eng., CET, PMP) is an asset.
* Minimum of 3-5 years of progressive experience in municipal infrastructure, public works, or planning, including supervisory responsibilities.
* Solid understanding of municipal infrastructure systems, capital project delivery, and relevant legislation.
* Experience with asset management planning and lifecycle costing.
* Demonstrated ability to manage multidisciplinary teams and contracted service providers.
* Strong financial acumen with experience managing project budgets and grant reporting.
* Excellent communication, negotiation, and organizational skills.
* Ability to follow policies, meet deadlines, function well under pressure, and respond to frequently changing demands
* Proficiency with Microsoft Office and familiarity with GIS, AutoCAD, or asset management software considered an asset.
* Valid Class G driver’s license required.

**This search will remain open until a suitable candidate has been identified**

The Town of Moosonee offers a competitive compensation package ($120k+) and excellent benefits, including the OMERS Pension Plan, and travel benefit. Interested candidates are invited to submit a cover letter and resume via email to:

Victoria Hutchison, CAO, Town of Moosonee Email: [cao@moosonee.ca](mailto:cao@moosonee.ca)

*In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information collected will be used only for the purposes of this employment opportunity. The Town of Moosonee is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. Please contact us if you require this posting in an alternate format. If contacted for an interview, please advise if you require accommodation. We thank all candidates who apply but advise that only those persons selected for an interview will be contacted.*