



ONE-YEAR CONTRACT FOR FULL TIME WORK

The Municipality of Machin is seeking applications for a **MUNICIPAL WORKING FOREMAN INTERNSHIP**
Public Works Department

Responsibilities:

The Municipal Working Foreman Intern requires a basic knowledge of construction and maintenance work. Working under direct supervision from the Municipal Working Foreman, the intern will be responsible for leading/working with the parks crew in the spring/summer months. This includes, but is not limited to, property maintenance (using lawn mowers, weed trimmers, etc), road work (patching, flagging, etc.), gathering information for Machin's culvert inventory, and other various tasks. In the winter months, the intern is responsible for snow maintenance, ice making at the Eagle River Rink, and other duties as guided by the Municipal Working Foreman. The ideal candidate is looking to learn the work required to maintain municipal infrastructure and eventually pursue a career path in a similar field or the construction sector.

Qualifications:

- Minimum of grade 12, or equivalent combination of education and experience.
- Working knowledge of operation of both gasoline and diesel equipment.
- Possess strong communication skills both written and oral.
- Working knowledge of computers and Microsoft applications.
- Must have and maintain WHMIS, First Aid training. Candidates will be considered if they don't have these requirements but are willing to attain them if hired.

The Municipality of Machin will offer the successful candidate a salary of \$45,000 for a one-year contract working 37.5 hours per week. Preference will be given to those newly entering the workforce or looking to enter a new field of work, as per funding requirements. However, all interested in this position are encouraged to apply.

Interested applicants can send their resume to the below address or e-mail it to clerktreasurer@visitmachin.com by November 15th at 4:00pm.

**Tammy Rob, Clerk-Treasurer
Municipality of Machin Box
249, 75 Spruce Ave.
Vermilion Bay, Ontario P0V 2V0 or
Fax to: 807-227-5443**

Only those candidates selected for an interview will be contacted.