



Bureau de la Direction générale

JOB POSTING

DIRECTOR OF TECHNICAL SERVICES

Employment Type: Full-time (40 hours/week)**Status:** Permanent position**Number of position(s):** 1

The Township of Low is seeking a mobilizing, rigorous and visionary manager to fill the position of Director of Technical Services.

This is a unique opportunity to play a key role within our municipal organization by actively contributing to the restructuring and reorganization of technical services, with a focus on continuous improvement, efficiency and effectiveness in operations related to the maintenance, repair and development of municipal infrastructure.

If you wish to put your expertise to work in an environment where your leadership will have a concrete impact on the quality of services provided to the public, we would like to meet you.

YOUR ROLE

Under the authority of the Director General and Clerk-Treasurer, the person in this position is responsible for the planning, organization, direction, coordination and control of all activities related to:

- public road maintenance;
- municipal infrastructure;
- the water distribution system;
- municipal buildings;
- parks and green spaces;
- the vehicle fleet;
- residual materials management.

The successful candidate will be called upon to actively contribute to the modernization of these services and the optimization of their practices, processes and management tools.

MAIN RESPONSIBILITIES

Leadership and department management

- Plan, organize, direct, coordinate and control the activities of the public works, environment and environmental health services;
- Participate in the restructuring and reorganization of these services in order to achieve improvement, efficiency and effectiveness objectives;
- Develop, update and ensure the implementation of policies, objectives, action plans and programs under the department's responsibility;
- Implement and promote practices that support health, safety and well-being in the workplace;
- Mobilize the team, support skills development and foster a collaborative work environment.

Infrastructure and project management

- Prepare and monitor the department's three-year and five-year programs;
- Plan, coordinate and supervise maintenance, repair and development projects for municipal infrastructure;
- Prepare government funding applications related to infrastructure;
- Prepare calls for tenders, contract documents and bid analyses;
- Supervise work carried out internally or by contractors, monitor work sites and issue payment recommendations;
- Collaborate with engineering firms retained for files outside the department's field of expertise;
- Ensure that projects are completed in compliance with standards, budgets and established timelines.

Administrative and operational management

- Manage the human, material and financial resources of these services;
- In collaboration with the foreman, oversee procurement and inventory management;
- Ensure rigorous operational follow-up and recommend avenues for continuous improvement;
- Maintain effective communication with citizens, partners, suppliers and government authorities.

DESIRED PROFILE

We are looking for a person recognized for their organizational skills, unifying leadership and ability to move several files forward at once.

Requirements

- Hold a combination of relevant education (**college diploma and/or bachelor's degree**) and a minimum of **5 years of relevant experience** related to the responsibilities of the position (civil engineering, public infrastructure management, roadwork, etc.);
- Hold a valid **Class 5 driver's licence**;
- The ability to prepare plans and specifications is considered an asset.

Skills and abilities

- Excellent planning, organizational and priority management skills;
- Mobilizing leadership and demonstrated ability to support change;
- Results-oriented approach;
- Strong analytical and problem-solving skills;
- Strong oral and written communication skills;
- Ability to work as part of a team and maintain positive professional relationships;
- Ability to interact with citizens with tact and diplomacy;
- High sense of ethics, rigour and autonomy;
- Versatility, availability and commitment to quality work.

Why join us?

- To hold a strategic position at the heart of municipal services;
- To participate concretely in the transformation and optimization of technical services;
- To contribute directly to the improvement of infrastructure and citizens' quality of life;
- To evolve in an environment where your expertise and leadership can make a real difference.

**Interested candidates are invited to send their curriculum vitae
no later than 11:59 p.m. on July 26, 2026, to:**

**Myrian Nadon
Director General and Clerk-Treasurer
Municipality of the Township of Low
direction@lowquebec.ca
4A, d'Amour road
Low (Quebec) J0X 2C0**

NOTE 1	We thank all applicants for their interest. Only those selected for an interview will be contacted. If, after the closing of the competition, the Township of Low has not received any application meeting the required criteria, it reserves the right to continue its search for candidates without reopening the competition.
NOTE 2	The masculine gender and singular form are used in this posting without discrimination and include the feminine gender and plural form in order to avoid unnecessarily burdening the text.