



BROKENHEAD
Ojibway Nation
BAASKAANDIBEWIZIIBING

EMPLOYMENT OPPORTUNITY

Department/Unit: Public Works	Position: Public Works Manager	Employment Type: Full Time	Salary: \$55K to \$80K
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JOB SUMMARY

Brokenhead Ojibway Nation is seeking a highly motivated individual for the full-time position of Public Works Manager. Under the general direction of the Chief Administrative Officer (CAO), the Public Works Manager will be responsible for the planning, organization, direction and integration of the Brokenhead Ojibway Nation (BON) public works and utilities activities and functions. Other responsibilities will include policy development, program planning, fiscal management, administration, and operational direction of the BON's public works maintenance functions. The Public Works Manager is responsible for accomplishing department objectives and goals within guidelines established by the BON Council and CAO.

QUALIFICATIONS AND SKILLS REQUIRED:

- Minimum Class 5 Manitoba Driver's Licence
- Heavy Equipment Certificate required
- Knowledgeable of operating and maintaining heavy equipment
- Ability to perform preventative maintenance and records on all equipment.
- Five years of experience in public works and utilities
- Previous management experience in a public works environment.
- Strong knowledge of all applicable federal, and local laws, codes and regulations governing the administration of public works.
- Strong understanding of the principles and practices of public administration, including budgeting, purchasing and the maintenance of records.
- Strong working knowledge of the principles and practices of management and supervision.
- Ability to evaluate alternate solutions and develop sound conclusions, recommendations and courses of action.
- Ability to present proposals and recommendations clearly and logically in public meetings.
- Ability to evaluate management practices and adopt effective courses of action
- Ability to develop clear, concise and comprehensive technical reports, correspondence and other written materials.
- Must exercise sound, expert independent judgment within general policy guidelines.
- Ability to establish and maintain effective working relationships with Chief and Council, officials, and other governmental and regulatory officials, staff, private and community organizations, developers, contractors and others encountered in the course of work.

- Must be willing to submit to random drug testing.

Brokenhead Ojibway Nations offers a competitive compensation package. Preference will be given to Indigenous people and applicants are encouraged to self-declare. We thank all who apply and advise only those selected for further consideration will be contacted.

Application deadline: March 12, 2025 at 4:30pm

Please submit resume, cover letter and three (3) references, including current or most recent employer to:

Human Resources Department
Brokenhead Ojibway Nation
Box 180
Scanterbury, MB R0E 1W0

Fax to: (204) 766-2021

Email:
hr@brokenheadojibwaynation.com

The Brokenhead Ojibway Nation is committed to equity in employment.

Date posted: February 26, 2025