

Operations Technologist – Transportation & Fleet

(Job # 2026-015-IE)

Department:	Engineering & Public Works
Status:	Full Time, Temporary (Up to 12 Months)
Date Posted:	January 9, 2026
Date Closing:	January 23, 2026, 4:00 p.m.
Number of Positions:	1
Scheduled Hours/Shifts:	35 hours per week
Salary:	\$47.65 - \$57.97 per hour
Flexible Working Arrangements:	Yes
Vacancy Reason:	Temporary Replacement

WHY Stouffville:

Working for the Town of Stouffville means being a part of one of HRD Canada's Best Places to Work. Here, we foster a sense of belonging as a tightknit workforce. The Town is dedicated to supporting its employees, by providing competitive compensation, OMERS Pension, employer funded benefits, paid vacation, sick time, EAP and flexible work arrangements, to help you prioritize what matters most.

This position offers hands-on involvement in roads, traffic, stormwater, and fleet services, while contributing to projects like asset management, fleet lifecycle planning, winter operations, and technology integration. Working within a collaborative, solutions-focused team, this role is ideal for someone organized, adaptable, and a strong communicator who thrives in fast-paced environments and is passionate about municipal service delivery. The position provides excellent exposure to end-to-end operations and opportunities to make a meaningful impact on public safety and mobility.

We are committed to being an equal opportunity employer, supportive of an inclusive, barrier-free recruitment and selection process and as we grow, it's important that our workforce reflect the citizens we serve. At the Town, we respect, encourage, and celebrate our diversity. If contacted for an employment opportunity, please advise if you require accommodation.

Position Purpose:

Reporting to the Manager, Transportation and Fleet, the Operations Technologist provides technical and operational support for activities in the Public Works Department ensuring compliance with applicable legislation, regulations, and quality standards in the areas of drinking water distribution and wastewater collection system operations, traffic and transportation, road maintenance, and municipal infrastructure replacement and rehabilitation. This position assists in the development, preparation, inspection and administration of operational and capital works contracts and projects. The Operations Technologist administers approval and permitting processes for use of municipal infrastructure (water and wastewater systems, Stormwater systems, road occupancy, municipal consents, encroachments, and utility locations). They review and provide comments for Development applications and also provide customer support to residents, local businesses and internal department and staff.

Qualifications and Requirements:

- Three (3) years of experience in municipal infrastructure design, construction, inspection and contract administration.

- Two (2) years of experience in municipal Public Works.
- Three (3) year Community College Diploma in Civil Engineering Technology or related discipline.
- Working knowledge of Employment Standards Act, Safe Drinking Water Act, Highway Traffic Act, and related regulations.
- Ability to read and interpret civil engineering drawings, design calculations.
- Understanding of municipal engineering designs, drawing and specification.
- Proficient in Microsoft Office- Outlook, Word, Excel, Adobe, PowerPoint, AutoCAD and ESRI GIS.
- Excellent customer service, interpersonal, verbal, and written communication skills.
- Advanced interpersonal skills, with the ability to interact effectively with all municipal staff, elected officials, residents, developers, and other agencies.
- Effective organization skills: ability to prioritize, multitask and meet deadlines regularly.
- High degree of accuracy, attention to detail and record keeping skills
- Problem-solving skills, discretion and good judgement when handling confidential/sensitive information and communicating with individuals regarding controversial matters; sensitivity and ability to maintain security of files.
- Availability to attend evening meetings and/or work overtime to accommodate peak periods and workloads.
- Valid Ontario Class "G" Driver's License in good standing.

How to apply:

Please forward your resume in confidence by **January 23, 2026, at 4:00 p.m.**, identifying **Job # 2025-015-IE** in the subject line to hr@townofws.ca.

Please save your resume in PDF version and save the document in the following format: *Full name, Position Title*

We thank all applicants for their interest in this position, however, only those applicants selected for an interview will be contacted.