



The Corporation of the Township of Melancthon is now accepting applications
for the following position

Job Description

Public Works Patroller

Seasonal Position (42.5 Hours per Week)

Term: November 23, 2026 to April 2, 2027

Position Summary

Reporting to the **Public Works Superintendent** and **Public Works Foreperson**, the Public Works Patroller is responsible for patrolling Township roads, monitoring road and weather conditions, initiating appropriate remedial actions, documenting road conditions and incidents, and assisting with snow and ice control operations. The position helps ensure the safe and efficient movement of the travelling public throughout the Township's road network.

Regular weekend work is required. Employees will be scheduled two days off during the week. Requests for specific weekends or days off may be considered, subject to operational requirements.

Key Responsibilities

- Conduct scheduled road patrols to monitor roadway conditions and identify hazards.
- Inspect roads, bridges, culverts, signs, and related infrastructure.
- Assess and report weather, road, and traffic conditions.
- Initiate or perform corrective actions to address hazards and unsafe conditions.
- Maintain accurate written records of patrol activities, incidents, and actions taken.
- Operate snowplows, sanders, and other maintenance equipment as required if properly licensed to do so.
- Provide snow and ice control services in accordance with Township policies and procedures.
- Assist with routine road maintenance and repair activities.
- Respond to emergency situations, weather-related events, and after-hours callouts.
- Interact with the public in a courteous, professional, and tactful manner.
- Adhere to all applicable legislation, including the Occupational Health and Safety Act, and Township policies and procedures.
- Perform other related duties as assigned.

Qualifications and Requirements

- Valid Ontario Class G Driver's Licence in good standing.
- DZ and/or AZ Licence considered an asset.
- Clean driver's abstract.
- Ability to safely operate a variety of public works and maintenance equipment.
- Ability to understand and carry out instructions with minimal supervision.
- Strong verbal and written communication skills.
- Strong teamwork and interpersonal skills.
- Ability to work independently and make sound decisions in changing weather and road conditions.
- Ability to respond to emergency callouts within 30 minutes.
- Demonstrated commitment to health and safety.

Working Conditions

- 42.5 hours per week for the duration of the winter season.
- Required to work flexible schedules, including days, afternoons, evenings, weekends, holidays, and extended shifts during winter storm events.
- Frequent exposure to adverse winter weather conditions.
- Work involves operating equipment, manual labour, and periods of extended driving.
- Ability to work safely in a variety of outdoor environments.

Compensation

Hourly Rate: \$32.36 - \$36.42

Application Process

Interested applicants must submit a cover letter, resume, and clean driver's abstract in confidence no later than **12:00 p.m. on October 23, 2026** to:

Sarah Culshaw - Treasurer

Corporation of the Township of Melancthon
157101 Highway 10
Melancthon, ON L9V 2E6
Email: sculshaw@melancthontownship.ca

The Township of Melancthon is an equal opportunity employer. We thank all applicants for their interest; however, only those selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information collected through the recruitment process will be used solely for candidate selection purposes.