



Hastings Highlands

Beautiful By Nature

Operations Supervisor – Permanent Full-Time

The Corporation of the Municipality of Hastings Highlands is a rural community with a population of approximately 4,385. Hastings Highlands is a great place to live and play as a four-season municipality that is 'Beautiful by Nature'.

The Corporation of the Municipality of Hastings Highlands is currently recruiting a **Full-Time Operations Supervisor** to fill a permanent vacancy.

Reporting to the Operations Manager, the Operations Supervisor is responsible for the day-to-day supervision and coordination of municipal operations, including roads, waste management, facilities, and related infrastructure. The successful candidate will lead and support operational staff, coordinate maintenance and capital projects, assist with budgeting and asset management activities, ensure compliance with legislative and health and safety requirements, and contribute to the efficient delivery of services to residents. The successful candidate must be available to respond to operational and weather-related emergencies and may be required to work outside regular business hours, including evenings and weekends.

At the Municipality of Hastings Highlands our team members believe in our **Corporate Values**. Our team is **Committed**, they demonstrate **Integrity**, and they are **People Smart**.

The Municipality offers an annual salary range of \$65,291.20 to \$71,604.00 per year, along with a comprehensive benefits package, enrollment in the Ontario Municipal Employees Retirement System (OMERS) pension plan, and eligibility for overtime compensation in accordance with the Municipality's overtime provisions and policies.

The full job description and position qualifications can be found on our website at www.hastingshighlands.ca under the tab Municipal Services > Careers and Volunteering: <https://www.hastingshighlands.ca/municipal-services/careers-and-volunteering/>

Applicants are invited to submit resumes in confidence by **2:00 p.m. on October 29, 2026** to:

Municipality of Hastings Highlands
33011 Highway 62, P.O. Box 130, Maynooth, ON K0L 2S0
Email: humanresources@hastingshighlands.ca

Hiring will be subject to the submission of a satisfactory Criminal Record check and verification of education and experience requirements.

The Municipality of Hastings Highlands is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. Accommodations are available for all parts of the recruitment process. Please advise in advance if you need any accommodation to ensure you can fully participate. By submitting your personal information to the Municipality of Hastings Highlands, you consent to the collection, use, and disclosure of that information in connection with our recruitment, hiring and/or employment processes. Personal information is collected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act* and will be used to determine the qualifications for employment with the Municipality of Hastings Highlands. Questions about this collection should be directed to the Municipal Clerk at 33011 Hwy 62N, PO Box 130, Maynooth, ON K0L 2S0.

The Municipality of Hastings Highlands does not currently use artificial intelligence during the hiring process.