Job Posting

Lead Hand (Springhill, NS)

The Lead Hand assists the PW Central Superintendent with supervision and the overall operation of the Department. The Lead Hand will oversee the work of other employees at the jobsite. The lead hand will train, mentor, coach, and guide the Public Works group on safety, equipment operations, preventative maintenance, water distribution, and wastewater collection while working with the group.

*The terms of the Canadian Union of Public Employees Local 919 collective agreement will apply to this position posting. Applications from this Bargaining Unit will be given preference. Should there not be any qualified candidates from the Bargaining Unit, other applicants will be considered.

Please visit our website for more position details at www.cumberlandcounty.ns.ca

Deadline for resumes is Wednesday, April 1, 2026, at 1:00 pm.

Please forward your cover letter and resume to:

Municipality of the County of Cumberland
Kellie Seaman, Human Resources Generalist

kseaman@cumberlandcounty.ns.ca

*Clearly mark your resume “Lead Hand (Springhill, NS)”

Department of Public Works: Lead Hand

Job Title
Lead Hand

About the Role

The Lead Hand assists the PW Central Superintendent with supervision and the overall operation of the Department. The Lead Hand will oversee the work of other employees at the jobsite. The lead hand will train, mentor, coach, and guide the Public Works group on safety, equipment operations, preventative maintenance, water distribution, and wastewater collection while working with the group.

This is a unionized position with the Canadian Union of Public Employees ("CUPE"), Local 919.

The Lead Hand reports to the PW Central Superintendent.

Responsibilities and Duties

a. Work with the PW Central Superintendent to develop work plans, systems and practices that prioritize the safety of the public, contractors and Municipal partners.
b. Required to operate various equipment, conduct repairs and maintenance on water distribution system, conduct repairs and maintenance on wastewater collection system, road maintenance, winter road maintenance, and other Public Works activities.
c. Ensure work is performed in compliance with applicable health and safety standards, including requirements from the Occupational Health and Safety Act and Regulations.
d. Conduct hazard assessment of work sites and formulate plans to minimize risks.
e. Assist with training team members on employment duties, safety procedures and Municipal policies.
f. Supervise, coordinate and schedule the duties of team members as directed by the PW Central Superintendent.
g. Assist the PW Central Superintendent with scheduling preventative maintenance for equipment and machines.
h. Assist PW Central Superintendent coordinate repairs for unforeseen and emergency circumstances.
i. Ensure that work performed on Municipal infrastructure is performed or overseen by Certified Water and Wastewater Operators as required.
j. Ensure operations are conducted in a cost-effective manner and remain within budget constraints.
k. Ensure that appropriate traffic control plans and setups are in place. The lead hand will act as Temporary Workplace Signer or delegate to qualified member of onsite crew.
l. Complete daily logs of all activities.
m. Provide regular communications and reports to the PW Central Superintendent to keep them informed of decisions and operations.
n. Maintain records of new installations, equipment and upgrades.

o. Assist with maintaining and updating operation manuals and safe work procedures.
p. Consult with the PW Central Superintendent to select tools and equipment that meet the safety, cost effectiveness and operational needs of the Department.
q. Act as the PW Central Superintendent in their absence.
r. Participate in on call duty rotation.
s. Perform other duties as assigned or required, subject to the current collective agreement.

Qualifications

a. Highschool diploma or an equivalent combination of education and experience.
b. Minimum of two years' experience in a supervisory position.
c. A valid Class 3 driver's license with Air Brakes designation, or ability to obtain as soon as reasonably possible.
d. Current Driver Abstract report.
e. Satisfactory criminal record check.
f. Demonstrated knowledge of general construction principles, water distribution, wastewater collection, plumbing, electrical and mechanical installations is essential.
g. Training in heavy equipment operation and other industry related courses.
h. Knowledge of applicable health and safety standards from the Occupational Health and Safety Act and Regulations.
i. WHIMS, First Aid, Traffic Control Person, Fire Extinguisher use, Defensive Driving, Excavation Safety, Fall Restraint, Temporary Workplace Signer, Workplace Inspections, Due Diligence for Supervisors, Lockout and Confined Space and Advanced Incident Investigation certification required or willing to obtain.
j. Ability to operate various types of machinery and equipment.
k. Physical ability to perform work involving lifting, carrying, pushing, and pulling.
l. Strong problem solving and analytical skills.
m. Excellent interpersonal skills.
n. Ability to work independently and exercise sound judgment.
o. Experience using Windows operating systems, Microsoft Office and facility instrumentation.

Salary, Benefits and Conditions of Employment

Hourly Rate: $33.02 (April 1, 2026)

This is a fulltime position based at the Municipality's facilities located in Springhill, NS

Other benefits include, but are not limited to:

- Defined benefit pension plan
- Comprehensive health and dental benefits
- Employee wellness and social programs

The Municipality's Personnel Policy should be referred to for additional information regarding conditions of employment, it can be found here:

https://www.cumberlandcounty.ns.ca/government/policies/2645-personnel-policy- handbook-october-2024-1/file.html