



The Municipality of Ogden is seeking to fill the position of **Development agent / Project manager**. This position is part-time, 2-3 (two to three) days per week (hours may vary according to requirements).

General responsibilities, but not limited to:

- Research and apply for grants for various projects
- Annual update of the municipality's Civil Protection Plan
- Manage various municipal projects, such as the mobile Ecocentre
- Communications to citizens notifying them of municipal projects
- Other duties

The candidate will must:

- Have a college diploma (D.E.C.) in a relevant program
- Bilingualism, English and French, oral and written
- Mastery of computer tools necessary for the accomplishment of tasks
- Send a copy of the curriculum vitae, along with a letter of interest, as soon as possible, to the attention of Ms Vickie Comeau, 70 Ogden Road, Ogden, J0B 3E3 or dg@munogden.ca

We thank all those who have applied. However, only those whose applications are selected will be contacted.