



Renfrew
Bridging Charm and Convenience

SUMMER EMPLOYMENT OPPORTUNITY

#26.04 – GIS/Engineering Technician (1 position)

Department of Infrastructure, Public Works & Engineering

Description:

The Town of Renfrew invites applications for the position of GIS/Engineering Technician to support the Development and Environment, and Engineering Departments. The technician will assist with collecting, organizing, and maintaining mapping and infrastructure data used by the Town. This includes completing field work to gather spatial and asset-related information, entering and updating data in the Town's GIS system, and creating maps to support planning and engineering projects. The technician will also assist with engineering activities such as reviewing drawings and plans, supporting the delivery of capital projects, and assisting with site inspections and field reviews during construction. The technician will be required to work independently at times, as well as collaboratively across multiple departments. The availability of this position is subject to funding approval by Town Council.

Qualifications:

- University or college student or recent graduate who have successfully completed at least the first year of post-secondary education in an engineering, technical, or GIS program.
- Familiarity with ArcGIS Pro is considered an asset.
- Ability to communicate with coworkers and ratepayers verbally and in writing.
- Able to be a team player as well as work independently.
- Ability to undertake self-directed learning.
- Valid driver's licence and access to a reliable vehicle; use of a personal vehicle may be necessary.
- Must supply CSA-approved safety footwear.

Rate of Pay/Hours of Work/Location:

- \$19.60 per hour (under review)
- 35 hours per week - Monday to Friday, 8:00 a.m. - 4:00 p.m.
- The employment term for this position will be 16 weeks from May through August.
- Renfrew Town Hall, 127 Raglan Street South, Renfrew, ON

Qualified applicants are invited to submit their resume, stating:

"Town of Renfrew - #26.04 GIS/Engineering Technician"
by 4:00 p.m., Friday February 13th, 2026, to:

Town of Renfrew, Attn: Compensation/HR Specialist
127 Raglan Street South, Renfrew, ON K7V 1P8
EMAIL: hr@renfrew.ca (in MS Word or pdf format)

Thank you for your interest, however, only applicants considered for an interview will be contacted. Accessibility accommodations are available for all parts of the selection process. Applicants must make their needs known in advance. Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act.