



JOB DESCRIPTION

POSITION: Casual Public Works 2: Equipment Operator and Labourer

CLASSIFICATION: Union – Casual Position

REPORTS TO: Public Works Foreman or Designate

POSITION SUMMARY:

Reporting to the Public Works Foreman or Designate, this position applies knowledge and skills to operate equipment and perform some regular and recurring routine and non-routine operational tasks for the Public Works Department. The position receives moderate supervision and is expected to perform tasks independently following standard practices and Worksafe procedures.

DUTIES AND RESPONSIBILITIES:

- Perform heavy manual labour including, but not limited to, brush clearing, moving materials, concrete work and jack hammering.
- Assist other employees with their duties, including but not limited to, grounds, water and sewer maintenance and road works.
- Operation of various equipment, including but not limited to, graders, backhoes, garbage trucks, tractors, lawn-grooming equipment, snow removal and street sweeping; this includes loading and transporting equipment as required to the work site using truck and trailer.
- Daily inspection of equipment for visible damage, fluid and fuel requirements, electrical systems, tire checks, etc., and report any defects.
- Installation, repair and maintenance of fire hydrants.
- Fabricate, install, maintain and replace directional and traffic signs.
- Assist with cemetery burials.
- May be called-in during off duty hours in time of emergency.
- Performs work in accordance with Occupational Health and Safety Regulations, ensuring appropriate safety standards are adhered to.
- Maintain and promote excellent relations and communications with co-workers.
- Respond orally to public enquiries in a courteous manner, referring inquiries to administration as appropriate.
- Performs other duties as required from time to time.



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KNOWLEDGE ABILITIES AND SKILLS:

- Knowledge and understanding of occupational hazards and Worksafe safety standards.
- Knowledge and understanding of both Village and Public Works Department policies and procedures.
- Good knowledge of the properties, utilization, and care of the materials, tools, and equipment used in the Public Works function.
- Ability to read charts, diagrams and blueprints.
- Ability to understand and follow oral and written instructions.
- Ability to use an intermediate level of problem-solving to deal with non-routine situations.
- Flexibility to respond to emergency 24 hour shift requirements for calls-in from off-duty hours.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

- Work is physically demanding and is performed in various environments. Safety precautions are required and it is mandatory that protective clothing and equipment is worn.

QUALIFICATIONS:

- Completion of Grade 12
- Valid BC Class 5 driver's license with an air endorsement.
- Possession of certifications in EOCP Water Distribution Level 1, EOCP Water Treatment 1, EOCP Wastewater Treatment Level 1, EOCP Wastewater Collection Level 1, Cross Connection Control, Chlorine Handling Certificate, are an asset
- WHMIS 2019 and Basic First Aid are an asset
- Ability to work independently and to accomplish tasks and assignments
- Ability to deal effectively with co-workers and the public
- **Proven equipment operation experience**