



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, are an asset
- Treatment 1, EOCP Wastewater Treatment Level 1, EOCP Wastewater, are an asset
- 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**