



THE CORPORATION OF THE VILLAGE OF MCBRIDE

JOB DESCRIPTION

Position:	Public Works 2
Description:	Labour and Equipment Operation Public Works
Reports To:	Public Works Foreman

Nature of Work

Under the supervision of the Public Works Foreman, as a crew member or individually, applies knowledge and skills to operate equipment and perform regular, recurring and non-routine tasks in the operations of the Public Works Department.

Controls over the Work

The incumbent receives close to moderate supervision, depending on experience and complexity of the task and is expected to perform routine assignments independently following standard practice and safe working procedures. Work requires the application of sound judgment and the application of safe techniques and practices in a wide variety of public works activities. **Incumbent's work is reviewed for quality and timeliness of completed projects, and conformance with governing laws, ordinances, and local policies and procedures.**

General Duties Include

- Perform heavy manual labour including, but not limited to, pick and shovel work, brush clearing, moving materials, concrete work, jack hammering, etc...
- Assist other employees with their duties, including but not limited to, grounds maintenance, gardening, water and sewer line digging and pipe laying, pavement laying and repair, drainage ditch maintenance, road marking, raking and shoveling.
- Operate power tools and equipment units including, but not limited to backhoe, front-end loader, dump truck, grader, garbage truck, tractor and tools such as steam cleaner, jackhammer, acetylene torch, chain saw, trash pump, compactor, air compressor, and lawn grooming equipment, to perform any operation within the capacity of the equipment and as necessary to accomplish the job required. This includes loading and transporting equipment to the work site using truck and trailer as required.
- Assist with assembly, removal and adjustment of attachments to various pieces of equipment.

- Inspect equipment daily for visible damage, for fluid and fuel requirements, electrical systems, tire checks, etc., and report any defects.
- Operate the garbage truck and do garbage collection. Collect garbage and other debris as necessary from Village Parks, Streets, downtown area, Village Office Complex and all other areas as deemed necessary.
- Perform sign maintenance and road marking, repair pavement defects, street maintenance repairs, build minor infrastructure such as catch basins and manholes, etc;
- Flagging duties as required;
- Assisting with recording Water and Waste Water Meter Readings;
- Assisting with the change out of meters, pumps, and control and chlorine bottles.
- Install, repair and maintain fire hydrants. This includes: shutting off main line or hydrant foot valve; disassembling and cleaning hydrant subsections; replacing gaskets, seals, and seats and reassembling and testing hydrant for proper operation; and winterizing in fall and after any fires. Perform maintenance and repairs, as directed.
- Fabricate, install, maintain and replace directional and traffic signs using equipment such as hand or tractor mounted post hole digger, power saw, etc.
- Mow and trim around parks, ball diamond, cemetery, curbs, sidewalks and ditches.
- Assist with cemetery burials
- Assist with snow removal operations
- Operate street sweeping equipment to sweep streets roads and Village owned parking lots.
- Perform routine equipment maintenance and minor field repairs such as lubrication, checking fluid levels and replacing belts and other components as required.
- May be called-in during off duty hours in time of emergency..
- Performs work in accordance with all federal, provincial, and local laws, rules and regulations and within mandated and appropriate safety standards.
- Maintain and promote excellent relations and communications with co-workers. This includes sharing the heavy duty of the work load to maintain balance, helping to train and orient new workers and acquiring skills in all equipment and procedures to become a more valuable crew member.
- Respond orally to public enquiries in a courteous manner, referring inquiries to administration as appropriate.
- Performs other duties as required from time to time.

Knowledge, Ability and Skills

- Thorough knowledge of the occupational hazards and safety standards and practices applicable to the work being done.
- Good knowledge of Federal, Provincial and local regulations and standards and of Village and 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.
- Continuing of education and upgrading of skills is mandatory

Physical Demands and Work Environment

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

Qualifications Required

- Completion of Grade 12
- Valid BC Class 5 driver's license with an air endorsement.
- Must have, or be able to gain quickly, thorough knowledge of WCB requirements for trenching and shoring.
- Must be trained in confined space procedures.
- Possession of certifications in EOCP Water Distribution Level 1, EOCP Water Treatment 1, EOCP Waste Water Treatment Level 1, EOCP Waste Water Collection Level 1, Cross Connection Control, Chlorine Handling Certificate, WHMIS 2015 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 an asset.

2020 wage rate - \$24.30/hr