

JOB SUMMARY:

The General Labourer/Operator, working either alone or as part of a team, provides a variety of construction, snow/ice removal, maintenance and repair services to roads and public property.

IMMEDIATE SUPERVISOR:

Public Works Foreman

STATUS:

Permanent Full Time

HOURS:

40 hours per week – Monday to Friday, overtime and on-call as required

TITLES OF POSITIONS REPORTING TO THIS POSITION:

None

KEY DUTIES & RESPONSIBILITIES:

- Responsible for conducting general maintenance functions
- Operation and maintenance of various equipment
- Maintaining roads in good condition for safe, hazard free driving
- Repairing and installing traffic signs
- Gravel hauling, loading and spreading
- Road Reconstruction
- Cutting grass on roadsides
- Culvert installation and maintenance
- Cutting, trimming and chipping trees
- Cold mix patching
- Cleaning sidewalks
- Maintaining municipal drains and storm drains and sewers
- Roadside debris collection
- Equipment repair and maintenance
- Maintaining good condition of roads during winter months by sanding and salting of roads, snow plowing and shoveling. May be required to respond to emergency requests for snow removal
- Directing traffic
- Catch basin maintenance
- Work in compliance with all Occupational Health and Safety and Workplace Hazardous Materials Information System regulations
- Other duties as assigned

SKILLS & QUALIFICATIONS:

- Grade 12 diploma or equivalent
- Working knowledge of the operation of a variety of trucks, snowplow and construction equipment
- 3 to 5 years experience in roads maintenance
- Working knowledge of all Occupational Health and Safety and Workplace Hazardous Materials Information System regulations
- A valid Ontario Driver's License, Class "D" with a "Z" endorsement and a Ministry of Transportation abstract in good standing to the satisfaction of the Township
- Previous snowplow experience is preferred
- Strong communication skills
- Ability to deal with the public and respond to inquiries in a tactful and courteous manner
- Basic knowledge of computers
- Ability to work independently with minimal supervision
- On-call response time within 30 minutes to the Township's Public Works – Roads Department work locations


EQUIPMENT, MACHINES AND TOOLS USED:

Plow trucks (tandem, single axle), sander, grader, loader, backhoe, water truck, commercial trimmer, chainsaw, woodchipper, generator, pumps and hand tools.

EFFORT & WORKING CONDITIONS

- Flexible working hours – required weekdays, weeknights, weekends and/or overtime as required
- Involves mental and visual concentration
- Duties require physical exertion
- Long periods of sitting, standing and/or walking
- Working environment contains moderate risks which require planned safety precautions
- May be subject to inclement weather and/or weather extremes during duties and responsibilities

Approved by:

By: _____
CAO

On: September 22, 2021

Created: January 1999

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October 2010,
August 2014,
September 2021*