



JOB DESCRIPTION

TITLE: Equipment Operator/Labourer

REPORTS TO: Public Works Superintendent (PWS) and Waterworks Superintendent (WWS) and functional supervision by Lead Hand

LOCATION: Public Works Garage (Primary)

SUMMARY: Reporting to the PWS and WWS, the Equipment Operator/Labourer is a member of a pool of skilled labourers. The Equipment Operator/Labourer is a certified water and wastewater operator who utilizes a range of tools, heavy equipment and vehicles in the delivery of several maintenance activities, including roads, winter control, water and wastewater, facilities, parks, landfill, etc.

MAIN RESPONSIBILITIES (This is not an exhaustive list)

1. Operates heavy equipment including but not limited to graders, backhoe, tractor, tandem truck, sander, water truck, plows, snowblower, mowers, etc.
2. Participates in a range of asset maintenance activities including winter control, road maintenance, ditching, drainage, landfill, watermains, wastewater, water plant, wastewater plant, parks, pool, cemetery, etc.
3. Maintains accurate road patrol logs.
4. Checks equipment for fuel, oil, water, coolants, lubricants and keep logs and report irregularities.
5. Performs minor repairs to tools, vehicles and equipment such as change oil and grease as required.

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6. Conducts daily circle checks of vehicles/equipment and logs accordingly.
7. Maintains all tools and equipment in good and safe operating condition and report defects to the PWS or WWS as appropriate.
8. Keeps Public Works Yard and other work areas clean and safe at all times.
9. Assists with burials and other cemetery work.
10. Performs buildings general maintenance including general repairs, carpentry, plumbing, painting, etc.
11. Opens, closes, and secures properties, facilities, and equipment.
12. Maintains CEU's and annual on the job hours to keep water distribution and treatment, and wastewater collection and treatment certifications at appropriate levels.
13. Collects samples for water and wastewater reporting.
14. Maintains accurate maintenance activity logs for water and wastewater activities.
15. Follows the Township's Waterworks Superintendent (WWS) directives to ensure water and sewer operations are effectively implemented and appropriately staffed.
16. Acts as Operator in Charge (OIC) as required.
17. Adheres to the Township's Minimum Maintenance Standards and other regulations or standards.
18. Conducts road patrol.
19. Works with contractors engaged in Public Works or Waterworks activities.
20. Complies with all applicable Health and Safety regulations and statutes.
21. Other duties as assigned.

DIRECT REPORTS:

N/A

EDUCATION/EXPERIENCE:

- Minimum Grade 12 education or equivalent
- Must possess and maintain current water and wastewater certifications, confined space entry, traffic control, WHMIS, chainsaw, propane, working at heights, etc.
- The Township may consider a different combination of education and experience where appropriate.

ADDITIONAL COMPETENCIES/SKILLS:

REQUIRED:

- Class DZ License
- Minimum OIT with ability to acquire Wastewater Operator Class 1 Treatment and Collection or ability to acquire within specified time.

- Minimum OIT with ability to acquire Drinking Water Operator Certificate Level 1 for Treatment and Distribution or ability to acquire within specified time.

DESIRABLE:

- Bilingual in both French and English
- OGRA Road School - TJ Mahony road school graduate
- Drinking Water Operator Certificate Level 2 for Treatment and Distribution
- Wastewater Operator Class 2 Collection and Treatment
- Road Construction Junior Inspector (rcji)
- OGRA Inspections Training
- Heavy Equipment Operator Training
- CVOR Training
- Pre-trip Inspection Training
- Trenching Safety Training
- Snow Plow Operator Training

EFFORT:

- Responds to complaints as directed by PWS or WWS.
- Responds to emergencies on a 24/7 on-call basis.
- Winter control operations and road patrol (driving) on a 24/7 on-call basis.
- Handles and balances multiple shifting priorities.
- Requires significant attention to detail while in the field or at plants (construction, equipment, tools and vehicle safety).

WORKING CONDITIONS:

A minimum 40 hours per week plus on-call after hours and on weekends on a rotational basis. The position is generally considered to be on call 24 hours per day and is expected to respond to winter events and emergency situations.

Exposure to extreme weather conditions, construction activities, dust, debris, loud heavy equipment, confined spaces, chemicals, fumes and odours (sewage).