



Position Title: Equipment Operator 2
Department: Public Works Department
Reports To: Manager of Public Works
Status: Permanent Full Time

This job description is: New Revised X

Job Summary:

Provides a variety of maintenance and construction services in keeping with the on-going operation of the municipal infrastructure, e.g. roads, bridges, culverts, buildings, waste transfer stations, water and wastewater distribution systems.

Duties and Key Responsibilities:

Operates a variety of municipal owned or rented road construction and maintenance equipment. Primarily tandem and single axle dump trucks, backhoes, grader and trackless sidewalk machines for the purpose of snow removal from highways, and sanding township roads with sand/salt mix during the winter season. Hauling of gravel, fencing materials, guardrails and other road construction materials on an as required basis.

Operates and works with other smaller equipment such as weed trimmers, brush cutters, chain saws, ladders and other hand tools associated with outdoor and building maintenance activities.

Performs a variety of maintenance functions related to the Township's roads, including but not limited to the repair and installation of signage, removal of trees on right of way and adjacent properties.

Performs tasks associated with the Townships water and wastewater distribution systems.

May be required on occasion to conduct small scale ditching, reshaping of ditches to allow for better water flow.

Maintains all assigned equipment owned by the Township in a clean and safe operational mode.

Maintains records and completes minor administrative tasks as required.



Conducts all work activities in a manner consistent with the Occupational Health & Safety Act. Observes all Township H&S policies in order to ensure own safety and that of fellow employees and the general public.

All other duties as assigned.

Supervisory Responsibilities:

The incumbent(s) in this position have no supervisory responsibilities, however from time to time they may be required to oversee the activities of another employee for short periods of time (less than 4 hours).

Job Specifications:

Must have minimum Grade 12 high school diploma or equivalency acceptable to the Township.

Ability to work safely on own and to complete assigned tasks with minimum supervision.

Ability to perform consistently in a construction project environment.

Ability to work in small groups to attain stated objects.

Valid Ontario drivers' license, a DZ license and a clean drivers abstract.

Ability to communicate with supervisors and fellow employees in a mutually supportive environment.

Provincial Certification as a Class 1 Water Distribution and Class 1 Wastewater Collection would be an asset.

Experience related to grader operation would be a strong asset.

Key Performance Competencies:

Demonstrated ability to work effectively within a small team to accomplish physically intensive tasks within assigned timeframes, normally associated with road construction and repair.

Demonstrated ability to participate in resolving work related problems with co-workers.

Demonstrated ability to communicate effectively with fellow workers, supervisors and the public.



Demonstrated ability to use common sense to get things done; identify safety issues and work to resolve issues or problems before they become serious.

Working Conditions:

Work is subject to road and traffic hazards.

Exposure to extreme weather conditions.

Work is subject to peak periods, shifting priorities and deadlines.

Normal stress associated with requirement to work extra hours to meet deadlines and attend meetings and emergency public works situations.

Required to be on call to work varied hours due to unexpected circumstances such as roadside assistance during vehicular accident investigations, winter snow removal maintenance and repairs to water and wastewater distribution systems.

Normal stress and strain associated with physical labour in outdoor construction activities.

Contacts:

Internal:

- Staff within the Public Works department as well as staff from other departments to coordinate work as required;
- Administrative office employees to exchange information.

External:

- General public to convey or exchange information.
- General contractors, suppliers, neighboring Municipalities / County representatives, and other agencies.



I have read this Job Description and understand the job requirements of this position and the expected standards of performance.

Signature of Incumbent

Date

Signature of Manager of Public Works

Date