Guelph/Eramosa Township

JOB DESCRIPTION
General Labourer/Operator

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/HOURS

Permanent Full Time – 40 Hours per week, Monday – Friday
Overtime as required

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

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 clean Ministry of Transportation abstract
- Previous snow plow experience is preferred

ADDITIONAL SKILLS

- 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

EQUIPMENT, MACHINES AND TOOLS USED:

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

COMPENSATION

The salary range for this position is $23.66 - $27.51 per hour – Pay Band 4 of the Township of Guelph/Eramosa 2014 Salary Grid.

Approved by:

By: _____ **On:** _____

CAO

Revised: August 2014