

**JOB SUMMARY:**

The Seasonal Winter Patroller will perform a variety of duties associated with winter roads maintenance including; conducting and recording road condition inspections, providing snow/ice removal and contacting additional operators when required.

**IMMEDIATE SUPERVISOR:**

Public Works Foreman

**STATUS:**

Temporary Full-time

**HOURS:**

Hours vary – weekday/weeknight and weekend, subject to bi-weekly rotation of hours (80 hours bi-weekly)

**TITLES OF POSITIONS REPORTING TO THIS POSITION:**

None

**KEY DUTIES & RESPONSIBILITIES:**

- Perform and document winter road condition inspections as per the requirements of the provincial minimum maintenance standards for highways
- Provide spot treatment for snow/ice accumulation as required
- Call in additional operators to assist in winter operations when required
- Provide information to OPP and EMS
- Respond to requests from OPP for assistance with road closures
- Receive, document, and respond to after-hours calls following established Public Works Guidelines
- Repair traffic signs and/or install temporary traffic signs
- Clear sidewalks
- Roadside debris collection
- Catch basin clearing and maintenance
- Direct traffic as required
- Operate and maintain various pieces of equipment
- Work in compliance with the Occupational Health and Safety Act and Regulations, the Township of Guelph/Eramosa Health and Safety policy and procedures, as well as any established industry guidelines.

- Provide supervisor with an end of shift report; documenting current road conditions, operations undertaken, and resources dispatched
- Perform other related tasks as assigned

**EDUCATIONAL REQUIREMENTS:**

- Grade 12 diploma or equivalent

**SKILLS & QUALIFICATIONS:**

- 2 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 winter operations experience is preferred
- Possess an excellent attitude and work ethic
- 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 all the Township's Public Works – Roads Department work locations

**EQUIPMENT, MACHINES AND TOOLS USED:**

Plow trucks (tandem, single axle, and pick-up), sander, chainsaw, wood-chipper, loader, backhoe, generator pumps and hand tools.

**EFFORT & WORKING CONDITIONS**

- Flexible working hours – required weekday, weeknight, and weekend working hours 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 16, 2021

*Created: September 2021*