

## **PUBLIC WORKS EQUIPMENT OPERATOR**

### **JOB PROFILE**

#### **A) Nature of Work**

The person in this position performs diverse functions for the Public Works Department. Work must be executed with exceptional attention to detail, minimal supervision and a high level of professionalism.

#### **B) Controls Over the Work**

Under the direct supervision of one of three Superintendents (or Lead Hands) and the indirect supervision of the Manager of Public Services, the Equipment Operator performs a variety of duties in order to maintain the Town's assets.

#### **C) Particulars of Position**

The regular hours would be 7:00 a.m. to 3:30 p.m. Monday to Friday.

The position would have an hourly rate as described in the current Collective Agreement.

#### **D) Qualifications Required (Minimum)**

- Completion of Grade 12 education (OSSD or equivalent)
- Possess and maintain a valid Class "G" and Class "DZ" driver's license.
- Excellent written and oral communication skills
- Sound judgment and decision making skills
- Experience operating all types of hand and power tools, equipment, machinery and dump trucks
- Physically fit and capable of lifting, carrying, pushing and pulling heavy objects
- Knowledge of safe working procedures and the Occupational Health and Safety Act.
- Be capable of carrying out miscellaneous painting, carpentry and building maintenance
- Be knowledgeable in many aspects of the Public Works Department including roads, water distribution, storm and sanitary sewer systems, parks maintenance, building maintenance and garbage collection.
- Be capable of working in all types of weather
- Candidate will be required to pass a medical examination and complete a Physical Demands Evaluation.

## **E) Essential Duties and Responsibilities**

- Sewer repair and maintenance
- Water repair and maintenance
- Park maintenance
- Road repair and maintenance
- Inspections and reporting of buildings, trees, parks and playground equipment
- Garbage Collection
- Building Maintenance

## **F) Knowledge, Abilities, and Skills**

The daily operations include but shall not be limited the following:

### **1. Equipment Operating:**

- General knowledge of tools and equipment, including heavy equipment, hand/power tools, chipper, manlift, and other various machinery.
- Operation of equipment such as grader, backhoe, manlift, dump truck, etc.

### **2. Water & Wastewater Departments:**

- Locates, meter reading, installs, repairs, inspect watermains, water valves, hydrants, valve boxes, curb boxes, and watermain related appurtenances.
- Install, locate and repair of water services.
- Operation of valves
- Locate, repair, inspect and maintain sewers and related appurtenances.
- Performs general labour work including, digging, lifting, and carrying.
- Utilize various hand and power tools, equipment and machinery as necessary to complete tasks assigned.
- Operate vehicles, backhoes, dump trucks and other heavy equipment.
- Complete reports regarding tasks assigned.
- Sewer and manhole maintenance and construction
- Inspection of sewer repairs and construction

### **3. Parks & Recreation:**

- General knowledge of sports field maintenance.
- General knowledge of horticulture and facility maintenance
- Turf and tree management
- General knowledge of commercial irrigation systems
- Experience in landscape design and maintenance
- Knowledge and recognition of plant material, tree types etc.

### **4. Roads Department:**

- Road repairs including hot and cold patching
- Installation and repair of signs
- Installation and removal of banners
- Cutting trees, weeds and grass from roadsides and ditches
- Directing traffic

## 5. Additional Water Duties & Physical Demands

- **Locates:**  
Work involves reading prints, operating locate equipment, shoveling in all types of material, walking and climbing in and out of ditches and trenches, working in unlevel ground work areas, bending and twisting, and getting in and out of vehicles numerous times.
- **Sewer Inspections:**  
Work involves material components of approximately 5 to 200 pounds, bending and twisting, lifting sewer covers, walking on unlevel ground, driving from location to location, getting in and out of a vehicle numerous times, and manual lifting assisted with heavy equipment when necessary.
- **Water Service Inspections:**  
Work involves inspection of water service installations, walking and climbing in and out of ditches and trenches, and working in unlevel ground work areas.
- **Meter Reading:**  
Work involves bending and twisting, walking on unlevel ground and getting in and out of a vehicle numerous times.
- **Meter Repair and Installation:**  
Work involves material components of approximately 5 to 200 pounds, bending and lifting, climbing (stairs & ladders), walking on unlevel ground, water meters varying from ¾" to 8", shoveling in all types of materials, turning water on or off (curb stop or pit work), and manual lifting assisted with heavy equipment when necessary.
- **Watermain Valve Repair and Installation:**  
Work involves material components of approximately 5 to 200 pounds, bending and twisting, climbing (ladder work), walking on unlevel ground, lifting valves 2" to 12", hand tool work and heavy equipment operation, shoveling in all types of material, installing valve towers, and manual lifting assisted with heavy equipment when necessary.
- **Fire Hydrant Repair, Installation & Maintenance:**  
Work involves material components of approximately 5 to 200 pounds, bending and twisting, lifting, climbing (ladder & trench), walking on unlevel ground, shoveling in all types of material, hand tool and heavy equipment operation, fire hydrant operation, carrying hydrant bodies and hydrant towers, carrying out hydrant operations, valve operations, flushing, flow testing, residual testing, line hook-up dechlorination flushing, pumping hydrants, and manual lifting assisted with heavy equipment when necessary.
- **Curb Box Repairs:**  
Work involves material components of approximately 5 to 200 pounds, bending and twisting, lifting, walking on unlevel ground, shoveling in all types of materials, working with hand tools and concrete saws, sledge hammer and bar work, and manual lifting assisted with heavy equipment when necessary.

- **Water Pit Repair & Installation:**  
Work involves material components of approximately 5 to 200 pounds, bending and twisting, lifting, walking on unlevel ground, shoveling in all types of material, hand tool and equipment operation, trench work, climbing (ladder), working in a wet and muddy work area, and manual lifting assisted with heavy equipment when necessary.
- **Watermain Repair & Installation:**  
Work involves material components of approximately 5 to 200 pounds, bending and twisting, lifting, walking unlevel ground and in wet and muddy work areas, climbing (ladder), trench work, operating mainline valves (some times a two-person job), shoveling in all types of material, using hand tools and water related equipment (pumps, gas saws, bar work, lifting material), heavy equipment and dump truck work, and manual lifting assisted with heavy equipment when necessary.
- **Sewer Service Repair and Maintenance:**  
Work involves material components of approximately 5 to 200 pounds, bending and twisting, lifting, walking on unlevel ground in wet and muddy conditions, trench work, climbing (ladder), shoveling in all types of materials, using tools (gas saws, bar work) heavy equipment, dump truck work, and manual lifting assisted with heavy equipment when necessary.