Township of Blandford-Blenheim

47 Wilmot Street South
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JOB DESCRIPTION

POSITION: PUBLIC WORKS OPERATOR / LABOURER
DEPARTMENT: PUBLIC WORKS
EMPLOYMENT TERM: REGULAR FULL TIME
REPORTS TO: DIRECTOR OF PUBLIC WORKS OR DESIGNATE

POSITION SUMMARY

Reporting to the Director of Public Works and receiving day-to-day direction from the Road Supervisor or Lead Hand, the Public Works Operator / Labourer performs a range of municipal road, infrastructure and property maintenance, construction and repair activities. The position operates trucks, snowplows, winter maintenance equipment, heavy equipment, machinery and hand and power tools to support safe, reliable delivery of Township public works services throughout the year.

PRINCIPAL RESPONSIBILITIES

Road Maintenance and Municipal Infrastructure

- Perform routine maintenance, construction and repair of municipal roads, roadsides and related infrastructure, including sweeping, pavement patching, gravel placement, grading support, loading, hauling and other minor construction activities.
- Install, maintain and repair traffic signs, guide rails and other roadway assets; assist with minor bridge, sidewalk and surface repairs, including patching, grinding and spot replacement.
- Complete vegetation management and grounds maintenance, including grass and weed cutting, tree planting, and groundwork associated with pruning or tree removal.
- Assist with catch basin and maintenance manhole cleaning and repair, and sewer cleaning or repair work, as directed and within the Township's responsibilities.

Equipment Operation and Maintenance

- Operate single-axle and tandem trucks with applicable attachments, including dump bodies, snowplows, wings and sanding/salting equipment, in a safe and effective manner.
- Operate or assist with the operation of equipment such as sidewalk maintenance machines, graders, loaders, backhoes, tractors and mowers, consistent with training, qualifications and assigned duties.
- Use chainsaws, grass trimmers, compressors, hand tools and power tools safely and in accordance with established procedures.
- Complete required pre-trip and post-trip inspections, routine servicing and preventative maintenance; report defects and coordinate or assist with repairs.
- Perform minor mechanical repairs and welding as qualified and directed; assist with more extensive equipment repairs where appropriate.
- Select and use appropriate equipment, tools and protective equipment for each assignment.

Winter Control and Emergency Response

- Participate in winter control operations, including plowing, salting, sanding and sidewalk maintenance, in accordance with Township procedures and applicable operational standards.

- Monitor road, weather and equipment conditions; promptly report safety concerns and operational issues to the Road Supervisor or Director of Public Works, including conditions warranting changes to or suspension of operations.
- Work overtime, irregular hours, weekends and statutory holidays as required for winter maintenance, weather events, emergencies or operational deadlines.

Health, Safety and Service Delivery

- Carry out assignments in compliance with the Occupational Health and Safety Act, applicable regulations, Township policies, safe-work procedures and traffic control requirements.
- Maintain required training and competency, including Ontario Traffic Manual Book 7, WHMIS, chainsaw operation, and vehicle/equipment inspections, as applicable to assigned duties.
- Identify and report hazards, incidents, unsafe conditions, equipment concerns and service issues; take appropriate precautions to protect employees and the public.
- Work collaboratively with colleagues and provide courteous, professional service to residents and other stakeholders.
- Complete assigned duties with appropriate independence once direction, priorities and safety expectations are established; perform other related duties as assigned.

SUPERVISION RECEIVED

Works under the general supervision of the Director of Public Works, with operational direction provided by the Road Supervisor or designated Lead Hand.

SUPERVISION EXERCISED

The position does not normally supervise employees.

REQUIRED QUALIFICATIONS AND COMPETENCIES

- Completion of Grade 12 or equivalent.
- Valid Ontario Class D driver's licence with Z (air brake) endorsement, maintained in good standing.
- At least two years of relevant experience in road maintenance, construction, municipal operations or operation of comparable equipment.
- Demonstrated ability to safely operate and perform routine service on municipal maintenance and construction vehicles, equipment and tools.
- Working knowledge of safe work practices, applicable traffic control procedures and occupational health and safety requirements; ability to obtain and maintain required training.
- Ability to perform the physical requirements of the position, including outdoor manual work and equipment operation in varying weather and site conditions.
- Strong teamwork, communication, reliability, judgment and ability to interact professionally with the public.
- Ability to work independently as assigned and respond to changing operational priorities.

WORKING CONDITIONS

Work is performed primarily outdoors and in vehicles, shops and active worksites, with exposure to changing weather, traffic, noise, dust, vibration and physical demands associated with municipal maintenance and construction. The position requires flexibility to respond to winter weather, emergency conditions and seasonal operational needs. Appropriate personal protective equipment and safe-work procedures must be followed.

COMPENSATION AND EMPLOYMENT TERMS

Township Compensation Grid: Band 4, based on a standard 40-hour work week.

Benefits and other employment conditions are in accordance with Township policies. The position is eligible to participate in the Township's compressed work-week program during applicable portions of the year, outside the winter control period, subject to operational requirements. Probationary period: one year of active employment.

The Township of Blandford-Blenheim is an equal opportunity employer and provides accommodations throughout the recruitment and selection process in accordance with applicable legislation.