



## THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF JOLY

### FULL TIME EQUIPMENT OPERATOR- POSITION DESCRIPTION

#### **POSITION SUMMARY:**

Operate various types of municipal equipment in the performance of Roads Department maintenance duties and performs other general labour, as directed.

#### **MAJOR DUTIES & RESPONSIBILITIES:**

1. Responsible for the safe and efficient operation of municipal equipment vehicles including heavy trucks, grader, loader, backhoe, for purposes of sanding/salting and plowing roadways, hauling fill, building/repairing ditches, installing culverts, etc.
2. Perform daily circle checks of equipment and report deficiencies to the appropriate staff.
3. Maintain vehicles and equipment in safe working condition by performing regular maintenance and repairs, as required.
4. Use chainsaws and other tools when brushing roadsides, cutting fallen trees etc.
5. Perform routine housekeeping/maintenance duties at the public works building and yard, as directed.
6. Required to be available on call 24 hours per day, 7 days per week from December 1 – March 31 and as required for emergency situations.
7. Follow prescribed health & safety procedures including wearing personal protective equipment, and attending training as required.
8. Adhere to all municipal safety policies and procedures, provincial standards and regulations in the performance of assigned duties.
9. Keep daily time sheets, equipment log sheets, traffic control logs and job time sheets.
10. Refer public inquiries/complaints to the appropriate staff.
11. Perform other duties as assigned.



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#### **QUALIFICATIONS:**

1. Grade 12 Diploma
2. Previous experience in operating heavy trucks, loader, backhoe, grader, etc.
3. Valid Driver's Restricted Class "A" licence with "Z" endorsement (maintaining a clear driver's abstract).
4. Must possess or be willing to obtain a chain saw license, traffic control in construction zones certification, Surface Miner modular license, propane handler's course, WHMIS, First Aid, and be prepared to upgrade any of these and/or obtain any other as required.

#### **PHYSICAL EFFORT:**

Regularly works independently and alongside department employees in the performance of road department duties.

#### **KNOWLEDGE & SKILL:**

The job requires the application of established methods or procedures and may involve some choice of methods. Actions could result in minor loss of time or resources and may affect the work of others. Considerable care is required when operating equipment on public roadways and worksites to prevent injury or harm to others.

#### **EFFORT:**

Concentration required when operating equipment on roadways and at construction sites. Work may include long periods of uninterrupted time operating equipment when plowing, salting/sanding. Heavy physical effort required when digging, brushing, etc. The coordination of both coarse and fine movements is required.

#### **CONTACTS:**

Contacts are primarily with fellow employees, occasional contacts with the public involving exchanging data or information.

#### **WORKING CONDITIONS:**

Required to be available outside of regular working hours to respond to weather conditions and in emergencies. Regularly exposed to noise, dirt, dust, inclement weather, as well as minor or regular exposure to major disagreeable conditions or hazards. No vacation time may be scheduled during the period of December 1 to March 31.