

Township of McMurrich/Monteith
POSITION DESCRIPTION

Position: Public Works Heavy Equipment Operator	Date Revised: February 2022 Date Approved: March 1, 2022
Reports to: Public Works Working Superintendent	Approved by: Council Resolution: 2022-47

POSITION SUMMARY:

Under the direction of the Public Works Working Superintendent, this position is responsible for maintenance and repairs to all Public Works vehicles/equipment. This position operates various types of municipal equipment in the performance of Public Works maintenance duties.

Major Duties and Responsibilities:

- Responsible for the maintenance and repair that doesn't require a mechanic's license of all Public Works vehicles/equipment, welding and fabricating as required, the installation of wheels/tires in accordance with Provincial requirements.
- Responsible for the safe and efficient operation of all Public Works vehicles/equipment, for purposes of sanding/salting and plowing roadways, hauling fill, building/repairing ditches, installing culverts, etc
- Performs daily circle-checks of equipment and reports any deficiencies to the Public Works Working Superintendent.
- Uses chainsaws and other tools when brushing roadsides, cutting fallen trees etc.
- Assists in roadway building and maintenance tasks such as but not limited to: pothole patching, washout and shoulder repair, culvert clean out and beaver dam removal.
- Completes daily time sheets and maintains a log book of daily activities.
- Performs housekeeping/maintenance duties at the Public Works building and yard, as directed by the Public Works Working Superintendent.
- Required to be available on call 24 hours per day, 7 days per week in the winter season and as required for emergency situations.
- Adheres to all Municipal safety policies and procedures and Provincial standards and regulations in the performance of assigned duties.
- Performs Landfill duties, as required.
- Performs road patrols, as required.

- Perform the duties of the Public Works Working Superintendent in their absence, as required.
- Performs other duties as assigned by the Public Works Working Superintendent.

Education/Experience/Skills:

- Education:
- Grade 12 or an equivalent combination of education and related experience
 - Previous experience in operating heavy trucks, loader/backhoe, bulldozer etc.
 - Minimum 1-year experience in the operation of a Grader to grade roads and plow snow
 - Valid class “DZ” driver’s license is required, “AZ” driver’s license preferred. Good driving record required.
 - All respective equipment licenses required
 - Chainsaw license required
 - Physically fit as evidenced by a pre-employment medical

Independence of Action

The job requires the application of established methods and procedures. Work may involve a choice of methods.

Mental Effort

Long, almost continuous periods of concentration when operating equipment on roadways and construction sites.

Physical Effort

Work may include long uninterrupted periods of time operating equipment when plowing and salting/sanding. Medium physical effort required when digging, brushing, driving, sitting etc.

Dexterity

Moderate coordination of coarse/fine motor skills is required.

Accountability

Actions could result in serious loss of time or resources.

Safety of Others

Considerable degree of care required to prevent injury or harm to others.

Supervision

The job requires the employee to periodically assume some of the normal supervisory responsibilities over other.

Contacts

Contacts are primarily with fellow employees, occasionally minimal contact with the public involving the exchange of information.

Working Conditions

Required to be available outside of regular working hours to respond to weather conditions and in emergencies. Regularly exposed to major conditions of dirt, dust, inclement weather, insects, noise, vibration, etc.