

## TOWN OF BLIND RIVER

**POSITION DESCRIPTION:            HEAVY EQUIPMENT OPERATOR – LEVEL II**

**FRONT END LOADER/ TANDEM/BACKHOE/TRACKLESS UNITS FOR SWEEPING, GRASS CUTTING, PLOWING, BLOWING AND SANDING/ELGIN STREET SWEEPER/WATER TRUCK/BACKHOE BUCKET AND SHOVEL OPERATION**

**REPORTS TO:                        Public Works Foreperson/Sub-Foreperson**

**Position Summary:**            Truck Drivers are responsible for the safe operation of their vehicles while performing their normal job tasks. Truck Drivers are responsible to maintain all vehicles and to inform the Foreman/ Sub-Foreman of any problems arising out of the normal use of the vehicles. Truck Drivers must maintain a DZ operator's license and maintain their license in good standing. In addition, Truck Drivers will participate in the general maintenance program of the municipality, as required.

**Responsibility Over:**            Equipment Operators are responsible to maintain a positive pleasant attitude towards all constituents, staff and visitors to the municipality.

**Duties & Responsibilities:**

- a) responsible for the safe operation of vehicle while performing normal job tasks.
- b) ensure proper maintenance procedures are followed when operating equipment/vehicles.
- c) perform pre-operative inspection and maintenance of all vehicles/equipment prior to and during utilization.
- d) operate/maintain small equipment such as chain saws, lawn mowers, brushers, etc.
- e) participate in summer maintenance program including repair road washouts, repair water and sewer lines, repair fences, street cleaning; clean/thaw catch basins; repair and install street signs and safety device signs, grade roads, build roads, install park equipment as required.

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- f) Participate in winter maintenance program including plow sidewalks, sand sidewalks, plow roads, clean Municipally owned parking areas, snow removal (hauling), snow shoveling around Municipally owned buildings.
- g) Provide assistance to other departments/individuals including Municipal Facilities, Municipal Services, water and sewer.
- h) Report non-functional street lighting, traffic lights, missing and damaged street lights.
- i) Maintain a safe work environment by cleaning garage, washing equipment and trucks, cleaning public works yard.
- j) assist with water and sewer repairs, as required.
- k) Assist mechanic with major repairs on equipment/vehicles.
- l) Maintain minimum Class “DZ” license in good standing.
- m) Report any unsafe conditions that exist within the municipality to the Supervisor as soon as possible.
- n) Participate in the general maintenance program of the municipality, as required.
- o) Assist with burials at Municipal cemetery, if required.
- p) Responsible to be familiar with all safety and emergency procedures, must obtain C.P.R. certificate/St. John’s Ambulance certification, first aid.
- q) All other related duties as assigned.

Working Conditions

- a) Work is primarily directed by the Foreperson in accordance with Public Works Policies.
- b) Job duties can sometimes be subject to extreme and unpleasant seasonal temperatures and conditions.
- c) Shift work and call outs are required during emergency situations and/or winter operations.

Education/Experience/Skills

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**Education:** Minimum Grade 12 Secondary School Education Diploma; or an acceptable combination of Education and related experience.

**Experience:** Minimum Five (5) years progressively responsible experience in heavy equipment and truck operation.

**Skills:** Good heavy equipment operating skills acquired through education, training and experience.

Good working knowledge of Provincial Health and Safety Regulations.

Ability to perform physical labour when required.