

TOWN OF BLIND RIVER

POSITION DESCRIPTION: **HEAVY EQUIPMENT OPERATOR – LEVEL 1**

REPORTS TO: Public Works Foreperson/Sub-Foreperson

Position Summary: Equipment Operators are responsible for the safe operation of all heavy duty equipment required to maintain the existing municipal infrastructure. Equipment Operators are responsible to maintain all equipment and to inform the Manager/Sub-Foreman of any problems arising out of the normal use of the equipment. Equipment Operators must maintain an DZ operator's license and maintain their license in good standing. In addition, Equipment Operators will participate in the general maintenance program of the municipality as required.

Primary Purpose of Job: To safely and effectively operate all heavy equipment designated as Level 1 equipment.

Duties & Responsibilities:

- a) Operates all heavy equipment owned and operated by the Public Works Department including, but not limited to grader, wheeled excavator, backhoe, as assigned in a safe, economical, productive manner
- b) Effectively carries out assigned functions in ditching, excavating, snow removal and other municipal maintenance and construction activities.
- c) Performs all excavation work in accordance with the OHSA, Ontario Underground Infrastructure Notification Act, and any/all other relevant Acts and Regulations.
- d) Reports problems encountered on assigned jobs
- e) Operate/maintain small equipment such as chain saws, lawn mowers, brushers, etc.
- f) Perform garbage collection duties (spring clean-up) as required.
- g) Responsible for all tools and equipment issued and reports problems with equipment.

Job Description – Heavy Equipment Operator – Level 1

- h) Perform summer maintenance program including buildings, repair road washouts, repair sidewalks, pot hole patching 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.
- i) Perform winter maintenance including plow sidewalks, sand sidewalks, plow roads, clean municipally owned parking areas, snow removal (hauling), snow shoveling around municipally owned buildings.
- j) Provide assistance to other departments/individuals including but not limited to municipal facilities, parks and recreation, water and sewer.
- k) Report non-functional streetlights, traffic lights, missing and damaged streetlights.
- l) Maintain a safe work environment by cleaning garage, washing equipment and trucks, cleaning public works yard.
- m) Assist mechanic with major repairs to equipment/vehicles as requested.
- n) Maintain minimum Class “DZ” license in good standing.
- o) Report any unsafe conditions that exist within the municipality to the foreperson/sub-foreperson as soon as possible.
- p) Perform municipal burials, and cemetery maintenance as directed
- q) All other related duties as assigned.

Qualifications (Education, Experience, Knowledge, Skills & Abilities)

- Minimum completion of High School Diploma
- Minimum six (6) months experience in heavy equipment operation of Level 1 equipment. Experience excavating around underground infrastructure such as water, gas and telephone lines is an asset
- Must have valid class “DZ” Ontario Driver’s Licence
- Ability to understand and follow instructions
- The ability to work shift work and after hours work as assigned
- Ability to climb, as well as to lift/push/pull equipment and tools of weights up to 100lbs