



JOB DESCRIPTION

EQUIPMENT OPERATOR CLASS I

POSITION TITLE	EQUIPMENT OPERATOR CLASS I ROADS DIVISION
DEPARTMENT	PUBLIC WORKS
SUMMARY OF DUTIES	To efficiently operate all Group 4 equipment as assigned by the Roads Supervisor including trucks up to 16,000 GVW and attachments. General duties include road maintenance and construction, grass cutting and tree trimming, snow removal.
SUPERVISED BY	Roads Supervisor
EDUCATION	Secondary School Diploma or equivalent. Possession of Class "D" driver license with 'Z' endorsement. Chainsaw and Chipper certificate is required. Fire Extinguisher and transportation of dangerous goods certificates an asset.
EXPERIENCE	Minimum of 6 months' experience with operation of full range of equipment and large vehicles operated by the City.

MAJOR RESPONSIBILITIES

(The following sets out the principle functions of the position and shall not be considered as a detailed description of all work requirements).

1. Program/Services

- To work with snow removal equipment, wingman, walk behind snowblower.
- To efficiently operate all Group 4 equipment and attachments.
- To do daily mechanical safety check of assigned equipment and record in appropriate records.
- To perform daily lubrication of equipment assigned.
- To be responsible for maintaining equipment in a clean condition.
- To be responsible to the Supervisor assigned.
- To paint lines on roads and parking lots, to cut grass and trim trees, to put up snow fences in fall and remove in spring, to pick up debris and dead animals, remove sand from sidewalks, to clean and raise catch basins and manholes, to rod sewers, shovel sidewalks, maintain

signs.

- To efficiently operate the pole saw.
- To perform duties in accordance with the City of Port Colborne Health and Safety policies and Occupational Health and Safety Act.
- To respond to emergency calls when required.
- To perform the duties of a courier.
- Act as a crossing guard when needed.

2. Human Resources

Not responsible for supervision of other staff. May from time to time provide guidance, instruction or advice to newer staff or crew members. Ensure work is done in a safe and efficient fashion.

3. Financial Resources

No financial responsibility.

4. Material Resources

Carries out work assignments using assigned vehicle and/or hand tools.

SKILL AND EFFORT

5. Knowledge

Knowledge of City streets and businesses for courier duties.
Knowledge and ability to operate Group '4' equipment.

6. Physical Skill and Effort

Possess manual dexterity and physical strength to drive equipment and to use hand tools and power tools.
Job involves standing, sitting, walking, driving, lifting and bending.

7. Decision Making and Judgement

Ability to understand both written and oral direction.
Work is assigned daily and carried out under supervision.

Judgement is exercised in:
Advising Supervisor of problems.

8. Interpersonal Skills/Contacts

Interpersonal skills to work with co-workers.

Internal:

With other co-workers for the purpose of sharing information to complete work assignments.

External:

With general public to answer questions at job site.

WORKING CONDITIONS

9. Environment

Working in all weather conditions, in daylight and at night.

Working mainly outdoors mostly in equipment.
Also required to do manual work.
Exposed to dust, noise, vibrations, odours and traffic.

10. Control Over Work Schedule

Not normally required to work outside of normal working hours.
Occasional call in required.

Dated:

Signed:



C. Scott Luey
Chief Administrative Officer