



TOWNSHIP OF BECKWITH JOB DESCRIPTION

JOB TITLE: Public Works Operator

REVISED: January 4th, 2008

DEPARTMENT: Public Works

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DIVISION: Public Works

DIRECTLY RESPONSIBLE TO: Public Works Foreman

MAIN PURPOSE:

Under the direction of the Public Works Foreman or Public Works Superintendent, assist in the day-to-day operations of the Public Works Department.

KEY RESPONSIBILITIES:

Service Delivery

Under the direction of the Public Works Foreman:

- Operation of heavy machinery including but not limited to snowplows, grader, backhoe, etc. Garage maintenance
- Public works maintenance
- Road maintenance such as cold patching, culverts, ditching, gravel patching, tree removal, etc.
- Minor vehicle maintenance
- All other duties as assigned from time-to-time by the Public Works Foreman or Public Works Superintendent

CONTACTS

- General public
- Internal close working relationship with the Public Works Foreman, Public Works staff and other municipal staff.

DECISION MAKING

- Limited requirement. In the absence of the Public Works Foreman and Public Works Superintendent only.

EFFORT

- High physical demands

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EDUCATION/EXPERIENCE/SKILLS TRAINING

- Ontario Secondary School Diploma or equivalent.
- Knowledge of use of heavy machinery.
- Knowledge of possible road problems.
- Valid DZ license.

LEADERSHIP

- Not a requirement of this position.

INITIATIVE/CREATIVITY

- Initiative and creativity in the day-to-day maintenance of the municipal road system.

WORKING CONDITIONS:

- Works in municipal garage with heavy equipment.
- Both inside and outside work in all seasons.
- Possible exposure to hazardous materials.
- Stress factor is high during times of the year.
- Based on a 40 hour work week.
- Overtime and travel is necessary.
- Available to work on days off and weekends when necessary.

SALARY RANGE: