



## **Labourer (Public Works)** (Posting #2018-22)

Reporting directly to the Director of Public Works or designate, this employee performs diversified work of a manual nature which entails considerable physical effort and agility. Work is generally performed under the immediate direction of a supervisor, but many types of work assigned may be routine and repetitive in nature and once learned can be carried on without difficulty and only under general supervision. Duties will include but are not limited to:

- Operating equipment required to clear sidewalks, fire exits & building entryways from snow & debris;
- Operating jackhammers, skill and chainsaws, hand mowers, power mowers, tractor mowers, compactors and other equipment as required;
- Maintaining roads, sidewalks, boulevards, culverts, etc.;
- Preparing work sites with proper barricades, warning devices, and traffic control techniques;
- Assisting in the restoration of excavation sites including patching streets, pouring sidewalks, landscaping and sodding;
- Ensuring that all work performed is in accordance with safety standards set forth in WorkSafe BC's occupational health & safety manual and that regulations are adhered to including the use of Personal Protective Equipment; and
- Demonstrating continuous effort to improve operations, streamline work processes and work cooperatively towards an efficient and effective work environment.

### **Qualifications/Knowledge/Skills/Abilities**

- Completion of Grade 12
- Valid BC Driver's License
- Applicants should have the physical ability to do a variety of work involving bending, lifting, and moving of heavy and light objects.
- Experience operating light duty mobile equipment would be considered an asset.
- This position is considered a position of trust within the Municipality and the successful applicant must successfully pass a Police Information Check.

### **Status/Hours/Shifts**

Full-time permanent; 40 hours per week; day shift; 3 month probationary period

### **Rate**

Labourer (PW): \$26.86 - \$28.98 per hour as per the collective agreement; 90% probationary rate may be applicable dependent upon applicant's current status

### **How to Apply**

A complete job description is available on our website at [www.NorthernRockies.ca](http://www.NorthernRockies.ca) under Human Resources and applicants are encouraged to review it prior to applying. Applicants that don't meet the minimum requirements may also be considered. Please apply with your resume and cover letter via mail, e-mail or fax to:

**Erin La Vale, CHRP**  
**Deputy CAO/Director of Human Resources**  
**NORTHERN ROCKIES REGIONAL MUNICIPALITY**  
**Bag Service 399 | Fort Nelson, BC | VOC 1R0**  
**Fax: 250-774-6794      Email: [jobs@northernrockies.ca](mailto:jobs@northernrockies.ca)**

Applications will be accepted until **4:30 pm on Friday, December 21, 2018.**

Please include an email address so we may contact you to acknowledge receipt of your application.

Please see the job description for a full position description and a list of the qualifications, required knowledge, education and skills necessary to perform the job.

***The Northern Rockies Regional Municipality is an equal opportunity employer.***

# NORTHERN ROCKIES REGIONAL MUNICIPALITY

## Job Description LABOURER (Public Works)

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### Description

Reporting to the Director of Public Works or designate, this employee performs diversified work of a manual nature which entails considerable physical effort and agility. Work is generally performed under the immediate direction of a supervisor, but many types of work assigned may be routine and repetitive in nature and once learned can be carried on without difficulty and only under general supervision.

### Essential Functions

- Operate equipment required to clear sidewalks, fire exits & building entryways from snow & debris
- Operate jackhammers, skill and chainsaw, hand mowers, power mowers, tractor mowers, compactors and other equipment as required
- Transport materials, tools and equipment to and from work sites
- Maintain roads, sidewalks, boulevards, culverts, etc.
- Perform burial excavation and backfilling operations at the cemetery
- Prepare work sites with proper barricades, warning devices, and traffic control techniques
- Assist in the restoration of excavation sites including patching streets, pouring sidewalks, landscaping and sodding
- Assist with set up and take down for community events occurring at Regional Municipality Facilities
- Cleans shop equipment and service bays as required
- Assists with painting traffic lines, shop buildings, etc.
- Maintains and empties public refuse containers located throughout the downtown area, and Municipality owned facility areas
- Cleans and fuels cars, trucks and equipment as directed
- Responsible for ensuring that vehicles and / or equipment operated while performing routine work are kept clean inside and out
- Ensure that all work performed is in accordance with safety standards set forth in Worksafe BC's occupational health & safety manual and that pursuant to regulations are adhered to including the use of PPE.
- Demonstrate continuous effort to improve operations, streamline work processes and work cooperatively towards an efficient and effective work environment

### Note

The duties listed are not set forth for the purpose of limiting the assignment of work and are not to be construed as a complete list of the duties normally to be performed under a job title or those duties temporarily performed outside the normal line of work.

### **Required Knowledge, Skills and Abilities**

Knowledge of:

- tools, equipment, procedures, principles and methods used in labourer work; and
- municipal public works and recreation equipment & operations.

Ability to:

- do physical work involving bending, lifting and moving of light or heavy objects;
- work in a variety of weather conditions with exposure to the elements;
- learn job-related material primarily through oral instruction and observation;
- follow oral or written instructions and procedures;
- work cooperatively with other Municipal employees and the public;
- multitask to meet priorities and deadlines; and
- complete duties in a safe manner, following established safety rules and regulations.

### **Education, Qualifications, Licenses and Certificates**

- Completion of grade 12 education
- A valid BC Drivers License