



Public Works Permanent Full Time Heavy Equipment Operator Job Opportunity

The Town of South Bruce Peninsula's Public Works Department is accepting applications for a Permanent Full-Time Heavy Equipment Operator. Applicants must submit a resume and cover letter outlining their qualifications for the position.

The Permanent Full-Time Heavy Equipment Operator will be responsible for operating heavy equipment in various capacities throughout the Town.

Between November 1 and March 31, the regular work week will be Saturday to Wednesday, and the main duties of the position will be to provide day-time winter patrol, calling out snow plow crews, as necessary, occasionally operating a snow plow providing winter maintenance, and operating equipment to cover, compact, conduct general site grading at the landfill site.

Between April 1 and June 14 and between Labour Day and October 31, the regular work week will be Monday to Friday, and the main duties of the position will be to operate equipment to cover, compact, conduct general site grading at the landfill site, as well as operate all heavy equipment and provides manual labour to maintain roadways, sidewalks, sanitary sewers, storm sewers, water mains and other Town-owned structures and facilities.

Between June 15 to Labour Day, the regular work week will be Friday to Tuesday, and the main duties will be to operate equipment to cover, compact, conduct general site grading at the landfill site. This position supports and backfills for the Landfill Site Attendant in opening and closing the site, collecting tipping fees, and maintaining recycling and diversion areas.

Hours of work will be a minimum of 80 hours over a two-week period. Start and stopping times may vary during the season of the year or as necessary to fulfil the Employer's obligation in providing approved service levels and seasonal maintenance.

Applicants must possess a valid Ontario Class D/Z license. Experience, knowledge, and training related to all aspects of Public Works employee responsibilities, and basic landfill operation, is preferred. Experience operating a plow truck is an asset. The successful applicant will be required to provide a clear criminal record check and clean driving abstract.

A full job description is available on the Town's website at www.southbrucepeninsula.com. This position is posted both internally and externally.

Please submit applications by November 9, 2023 at 4:00 pm to:

Brianna Collins, P. Eng.
Director of Public Works
Town of South Bruce Peninsula
315 George Street, PO Box 310
Wiarton ON N0H 2T0
Brianna.Collins@southbrucepeninsula.com

The Town of South Bruce Peninsula is an equal opportunity employer. We thank all applicants, however, only those selected for an interview will be contacted.

June 26, 2002

**Town of South Bruce Peninsula
Public Works Department
Job Description**

Title: Heavy Equipment Operator
Department: Public Works
Location: Town of South Bruce Peninsula
Reports To: Operation Supervisor

Summary: Operates heavy equipment and provides manual labour to maintain roadways, sidewalks, sanitary sewers, storm sewers, water mains and other Town owned structures or facilities

Qualifications: Must possess a valid Ontario D/Z licence

Tasks:

Roads Maintenance

1. Sweeps, plows, sands and salts road and sidewalk surfaces
2. Cold patches potholes, spray patching, repairs settlements, hot mix, etc.
3. Repairs and replaces road signage and other equipment traffic control devices
4. Excavate and/or backfill road bases
5. Operates snow blowers and street sweepers to maintain roads
6. Sets up construction work zones for traffic control and controls traffic
7. Inspects and repairs guardrails
8. Hand digging for the purposes of small excavation or working near utilities

Night Patrol

9. Works a midnight to 8:00 am night patrol shift for the purposes of snow plow call outs from November 1 to March 31

Equipment Operation

10. Drives a truck to plow snow, remove snow and sand and salt road surfaces
11. Works a midnight to 8:00 am night patrol shift from November 1 to March 31
12. Drives trucks to haul a variety of materials such as gravel, sand and rocks

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Equipment Operation (cont'd)

13. Drives a truck to pick up garbage
14. Operates a backhoe to build trenches, excavate for water mains and sewers, repair drainage tiles and fire hydrants and load trucks
15. Operates compactors to pack materials such as garbage and road building materials
16. Operates front end loaders to load dump trucks, dump garbage, construct roads and remove snow
17. Cleans sanitary sewers with high-pressure water and cleans sand from storm sewers and sanitary sewers with a high volume vacuum
18. Operates a chipper to remove trees and brush
19. Operates chain saws to cut down trees and clear brush and stumps
20. Uses a variety of tools such as electrical tools, compressed air tools, gas powered tools, manual tools and hydraulic tools to effect repairs in a variety of public areas
21. Operates street sweeper/flusher/catch basin cleaner

Public Area Maintenance

22. Cuts trees and blocks tree stumps
23. Installs and removes docks
24. Installs and removes Christmas decorations
25. Cuts and trims grass
26. Picks up litter and garbage
27. Preventative maintenance on bridges and culverts, clears blockages
28. Paints a variety of surfaces
29. Cleans up spills of a variety of materials, including hazardous materials. Would have proper safety equipment and/or training prior to work around hazardous materials
30. Clears snow from sidewalks
31. Cleans catch basins
32. Repairs sod damage in the spring
33. Exposes and marks fire hydrants during the winter months to ensure easy access
34. Assists other departments such as Parks and Recreation with a variety of tasks such as moving picnic tables, setting up or taking down equipment for special events, etc.

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Cemeteries

35. Inspects graves for safety and takes corrective actions which may include the lifting of sod and building up of top soil
36. Locates, marks and digs burial plots
37. Hand digs foundation and cremation holes
38. Installs foundations
39. Sets up trailers to receive soil and moves soil from burial locations to holding areas
40. Operates a backhoe to dig graves
41. Seeds, sods and landscapes grounds (areas outside cemetery also)

Water and Sewer Repairs

42. Hand digging trenches where required
43. Installs, repairs and maintains storm and sanitary sewers
44. Assists with repairs and maintenance of water main valves and fire hydrants

Customer Service

45. Responds to public enquiries, giving out information, resolving issues and turning negative situations into positive ones
46. Ensures the safety of members of the public around work areas
47. Responds to emergency callouts and operates equipment to ensure public places are repaired and maintained in a clean, safe and useable manner

Equipment Maintenance

48. Conducts circle checks of equipment to ensure optimum operation. This includes checking lights, wipers, fluid levels and tire pressure
49. Conducts pre-operational checks on equipment and cleans, lubricates and fuels equipment
50. Remove and mount wheels on vehicle

Other

1. Maintains the shop in a clean and safe manner, sweeping floors and shoveling snow
2. Performs minor repairs such as sharpening or changing blades
3. Removes and installs wings and ploughs
4. Complies with Town of South Bruce Peninsula policies and procedures.
5. Performs other tasks as assigned by management