



INTERNAL / EXTERNAL POSTING

PUBLIC WORKS OPERATOR – AMHERST ISLAND

Loyalist Township is a growing community of over 15,000 residents situated on the north shore of Lake Ontario between the Town of Greater Napanee and the City of Kingston. The Township is a blend of rural and urban areas with a number of smaller hamlets throughout, including its very own island community, accessible by ferry. The Corporation of Loyalist Township was formed in 1998 through the amalgamation of the former Township of Ernestown, the Township of Amherst Island and the Village of Bath.

Loyalist Township invites applications for the following permanent full-time position:

File No: LT-34-2019 Public Works Operator – Transportation (Amherst Island)
Hours: 40 per week
Rate: \$27.21 per hour (\$24.49 probationary rate for first 3 months)
Closing: June 12, 2019, 4:00 p.m.

This position is a permanent full-time position, covered by the CUPE Local 2150, Collective Agreement. A detailed job description is below. Please electronically submit your cover letter and résumé clearly indicating how your skills and experience are aligned with the position expectations and is marked with the file number to: jobs@loyalist.ca. For more information regarding this position, including required qualifications, please refer to job description below or visit our website at www.loyalist.ca under the Employment section. As a condition of employment, the successful candidate must consent to a driver's record search and a Criminal Records Background Check (CPIC).

Loyalist Township is an equal opportunity employer. We thank all candidates for their interest, however, only those selected for an interview will be contacted. If you are a person with a disability and need Loyalist Township information in another format, please contact 613-386-7351, ext. 100 between 8:30 a.m. – 4:30 p.m. or e-mail info@loyalist.ca. The Township provides support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. Candidates requiring accommodation during the recruitment process are asked to contact the Human Resources Manager at jobs@loyalist.ca.

Personal information submitted will be used for the sole purpose of this competition. It is collected under the authority of the Municipal Act, RSO 1990, as amended, and will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act, 1999, for employment purposes.

LOYALIST TOWNSHIP JOB DESCRIPTION

Position Title: Public Works – Operator
Reports to: Roads Supervisor – Amherst Island
Department: Infrastructure Services
Category: Permanent Full-Time

Position Summary:

Operating the Division's equipment and providing labour for regular roads maintenance and winter sanding and plowing operations and other Departmental activities. Perform plow operations and landfill operations and labour for various activities.

Minimum Qualifications:

- Grade 12 education
- Must possess a valid driver's license, Class "D" with a valid Air Brake endorsement ("Z"), and a satisfactory driver's record
- Demonstrate the ability to operate various types of equipment
- Experience and knowledge of municipal road construction, and maintenance practices
- Must have knowledge of the provisions of the Occupational Health and Safety Act
- Demonstrated ability to work independently, as well as within a team
- Good communication skills, and the ability to be professional and courteous when interacting with the other staff and the public

Duties and Responsibilities:

Transportation

- Responsible for operating various types of equipment, including tandem dump trucks, single axle dump trucks, grader, Gradall, front-end loader, backhoe, tractor, complete with motor units, salting and sanding equipment, and various other equipment.
- Responsible for providing labour for various road maintenance activities.
- This position may require extensive additional hours, beyond the normal working day, particularly during the winter months.
- Responsible for performing minor repairs to equipment and assisting the fleet maintenance mechanic in major repairs.
- Perform regular patrols and right-of-way inspections, as assigned. Regular cutting of grass and weed trimming, as directed.
- Picking up garbage, litter, brush, fallen tree branches, etc., as required.
- Providing general maintenance and operation of grass mowers, weed eaters, tractors, trucks and other equipment, as assigned.
- Trimming park trees and bushes and maintaining flower beds, as directed.

Landfill

- Responsible to assist with all operations at the Amherst Island landfill, including compaction and covering of waste, collection of recyclable materials, maintenance of site facilities and coordination of monitoring agencies.
- Responsible for record-keeping.
- Enforce the disposal by-law restrictions on materials not accepted at the site.
- Responsible for cashiering, including sale of bag tags, receiving tipping fees, preparing and balancing deposits and deliver to ferry office.

General

- Must be capable of dealing with the public in a courteous manner.
- May be required to operate independently, at remote locations, with little supervision and direct hired equipment and Township personnel.
- Responsible to obtain, from Supervisor, information and training on the methods for safe operation of each piece of equipment that is requested to be operated, and be familiar with all of the safety devices and concerns of that piece of equipment, prior to operation.
- Other duties as assigned.

Disclaimer:

Due to the changing nature of work and work to be done, the job description indicates the general nature and level of work expected of the incumbent. Incumbent may be asked to perform other duties as required.