

## **TOWNSHIP OF RIDEAU LAKES JOB DESCRIPTION**

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**JOB TITLE:           EQUIPMENT OPERATOR I**

**DEPARTMENT:      PUBLIC WORKS DEPARTMENT**

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**DIRECTLY RESPONSIBLE TO:            APPLICABLE FOREMAN OR SUPERVISOR**

**INDIRECTLY RESPONSIBLE TO:        APPLICABLE MANAGER**

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### **MAIN PURPOSE**

Operate heavy and small equipment in the delivery of public services and/or the construction, maintenance, and/or rehabilitation of public works and assets.

Perform manual labour in the delivery of public services and/or the construction, maintenance, and/or rehabilitation of public works and assets.

### **KEY RESPONSIBILITIES**

1. Perform day to day operations in the Public Works Department as instructed by Supervisor.
2. Operate various small and large equipment.
3. Perform manual labour as required.
4. Maintain necessary logs and perform necessary inspections.
5. Provide minor maintenance and repair of equipment.
6. Conduct daily vehicle inspections and keep records.
7. May be required to perform mechanical repairs to equipment.
8. Perform all other duties as assigned.
9. Protect own health and safety and safety of others by adopting safe work practices, reporting unsafe conditions immediately and attending all relevant training regarding occupational health and safety. Follow all requirements and guidelines for employees and employers as legislated under the *Occupational Health and Safety Act*.

## **EDUCATION / EXPERIENCE / SKILLS TRAINING**

Grade 10 to 12 with demonstrated ability to read instructions, write routine notes and reports, record information, and perform simple arithmetic calculations.

Six months or more of related experience as an equipment operator.

Must have valid G license.

Other licenses and training would be an asset.

Must have the ability to be a team player and to establish effective working relationships with other employees and the general public.

## **WORKING RELATIONSHIPS**

**INTERNAL:** Applicable Manager, Applicable Supervisor or Foreman, other staff

**EXTERNAL:** Public and contractors

## **WORKING CONDITIONS**

Most work is performed outdoors with frequent exposure to potential hazards.

May be required to work in inclement weather conditions such as blizzards, whiteouts, ice storms and fog, etc.

Exposure to hazards increased when using large construction equipment.

May be exposed to noise levels that are distracting and uncomfortable.

May be exposed to very hot and very cold temperatures.

May involve some travel to and from work sites.