



The Corporation of the Township of Drummond/North Elmsley

JOB DESCRIPTION

POSITION TITLE: **EQUIPMENT OPERATOR**

POSITION PURPOSE:

The purpose of this position is to implement instructions from the Public Works Supervisor.

REPORTING RELATIONSHIP:

The Equipment Operator is directly accountable to the Public Works Supervisor for the successful implementation of the Manager of Public Work's instructions.

POSITION RESPONSIBILITIES:

The major responsibilities of the Equipment Operator include, but are not limited to:

Operational

1. Perform tasks related to the scheduled maintenance of and / or construction of roads systems as assigned by the Public Works Supervisor.
2. Perform regular maintenance on roads and road equipment, grading and plowing
3. Perform winter maintenance of the road system by operating snowplow or sand/salt truck as required.
4. Able to communicate orally with staff, independent contractors, and the public.
5. Perform maintenance of the roadside and other town owned property including signage, litter pick-up, tree trimming/removal and grass cutting.
6. Perform work on roads department construction projects.
7. Respond to after-hours complaints when designated.
8. May be required to conduct road patrol in accordance with "Provincial Minimum Maintenance Standards" for both winter and summer requirement as directed by the Public Works Manager.

Service Delivery

1. Adhere to safety regulations.

KNOWLEDGE AND SKILL REQUIREMENTS:

The Roads Operator will possess the following:

1. Ontario Secondary School Diploma or equivalent.
2. (2-3 years experience in road's department environment.
3. Class DZ drivers' licence.
4. Experience in similar capacity.

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5. Good verbal communication.
6. Ability to work with minimum supervision.

FINANCIAL PLANNING AND MANAGEMENT:

There is no budget responsibility.

JUDGMENT REQUIREMENTS:

Judgement for the position as follows:

Demonstrated sound judgement to determine if the decisions regarding the operation of Township equipment is consistent with best practice, Ministry standards and the Township's philosophy, goals and objectives.

WORKING RELATIONSHIPS:

Internal:	Manager of Public Works	Public Works Supervisor
	Township Employees	
External:	Ratepayers	The Public
	Service Providers	

WORKING CONDITIONS:

The working conditions for the Equipment Operator:

1. Strict adherence to agency confidentiality policies and procedures.
2. Work is performed both inside and outside in all seasons.
3. Required to work 40 hours per week.
4. On call duty is required.
5. Subjected to hazardous chemicals.
6. Overtime as required.
7. On-call rotation evenings and weekends.

The foregoing description reflects the general duties necessary to describe the principal functions of the job identified and shall not be construed to be all of the work requirements that may be inherent in this classification.

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