

## JOB DESCRIPTION

POSITION: Snowplough Equipment Operator(s) Garbage Removal & Maintenance

LOCATION: Town of Bauline

SALARY: \$20-\$30 per hour based on qualifications and experience. 20-40 hrs week.

Reports to: Town Manager

JOB SUMMARY: Town of Bauline are seeking snowplough equipment operator(s) based on need and conditions. The purpose of the position in this classification is to respond in a timely manner to snow events and assisting in completing effective and safe snow removal throughout Town. This position will also be responsible for the collection and diversion of the Town garbage and recycling on a weekly basis and also includes general maintenance as identified by Town Manager; such as setting up and take down for all town functions. The position is required to perform all tasks in an effective, complete, and professional manner and is responsible for adhering to all policies and values of the Town of Bauline while at work.

### DUTIES AND RESPONSIBILITIES:

1. Operates snow plow and salt truck to remove ice and snow from roads and assigned areas, which require early morning starts, extended hours, and weekend duty including holidays.
2. Collects Garbage each Wednesday from all residential houses, along with recycling biweekly.
3. Performs minor maintenance at the Town Hall based on direction of the Town Manager.
4. Ensure that all roads under responsibility of The Town of Bauline are adequately and safely plowed when required.
5. Shovel snow, salt and sand the grounds and facilities of the Town Hall as well as other duties as assigned.
6. Performs routine equipment maintenance/repair tasks such as changing vehicle fluids, fueling, greasing, etc.
7. Inspects equipment on regularly scheduled basis. Complies with safety precautions.
8. Maintains all equipment needed for snow removal, garbage collection and maintenance.
9. Follows all safety rules, policies, and regulations. Able to work independently with minimal supervision.
10. Reports all incidents involving equipment's functioning to Supervisor(s).
11. Other duties as required.

SUPERVISORY AUTHORITY: None.

Minimum Training and Experience Required to Perform Essential Job Functions:

Must be at least 26 years of age. High school diploma or equivalent, with prior responsible work experience or any combination of education and experience that provides equivalent knowledge, skills, and abilities. Applicant must possess a valid Driver's License with truck, snow plow operation and towing experience.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication:

1. Ability to explain, demonstrates, and clarifies to others within established policies, procedures, and standards, as well as the ability to follow specific instructions and respond to requests from others.
2. Ability to operate various communication devices including telephone and two-way radios.
3. Ability to communicate effectively with department and other township personnel as well as the general public.

Physical Requirements:

1. Ability to operate equipment and machinery requiring monitoring multiple conditions and making multiple, complex, and rapid adjustments, such as snowplows, dump trailer, common hand and power tools, welder/cutting torch, snow blower, hydraulic jacks, shovel, ax, rakes, brooms, and forks.
2. Ability to coordinate eyes, hands, feet, and limbs in performing highly skilled movements such as operating heavy equipment.
3. Ability to exert moderately heavy (up to 50 pounds) physical effort in moderate to heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling.
4. Ability to recognize and identify degrees of similarities or differences between characteristics of colors, forms, sounds, and textures associated with job-related objects, materials, and tasks.

Work Environment and Adaptability:

1. Ability to work under moderately safe and comfortable conditions where exposure to environmental factors such as temperature variations and extremes, odors, toxic agents, noise, vibrations, machinery, wetness, electrical current, vehicular traffic and/or dust, may cause some discomfort and where there is a risk of injury.

POSTING: November 15<sup>th</sup>, 2023

DEADLINE: November 29, 2023

FOR FURTHER INFORMATION: Donna Connors Town Manager [manager@townofbauline.ca](mailto:manager@townofbauline.ca)