



## **JOB DESCRIPTION**

**Position:** Labourer I (Auxiliary)

**Union:** CUPE Local 374

**Approval Date:** February 1, 2011

### **1. FUNCTION**

This position is responsible for performing a variety of routine unskilled or limited semi-skilled general labouring work associated with the maintenance and construction of roads, sidewalks, curbs, gutters, sewers, storm drains, water mains, parks, boulevards and other municipal infrastructure/properties, requiring limited training or previous experience. These duties entail considerable physical effort and require the ability to operate a variety of tools and equipment. The employee works as part of a team and on different crews doing various jobs. This position is under close supervision on all but the very routine duties and the work is frequently monitored during progress and upon completion.

### **2. TYPICAL DUTIES**

- a) Perform a variety of limited manual tasks related to the maintenance and construction of roads, sidewalks, curbs, gutters, sewers, storm drains, water mains and other municipal infrastructure: forming and pouring concrete; laying asphalt; bricklock repair; cracksealing pavement; line painting; installation and repair of sewer and storm drain systems; hydrant maintenance and repairs; etc.
- b) Perform a variety of limited manual tasks related to the maintenance and construction of parks, boulevards and other municipal properties: grass mowing; planting; watering; etc.
- c) Perform a variety of limited manual tasks related to the general repair, maintenance and clean up of Town buildings and facilities: painting; garbage collection; power washing; framing and drywall tasks; installing and repairing signs, benches and picnic tables; graffiti removal; etc.
- d) Load, transport and unload a variety of construction tools and materials to and from job sites.
- e) Post and remove appropriate traffic signs, barricades and cones for the safety of the public. This includes ensuring job sites are left in safe condition for the public.
- f) Provide traffic control/flagging for construction work zones.
- g) Operate various Town vehicles and equipment.
- h) Provide assistance to more skilled employees in the performance of their duties.
- i) Perform other related duties as required or assigned by the supervisor.

### **3. REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

- a) Knowledge of the methods, practices, materials, tools and equipment used in construction and maintenance of municipal works.
- b) Knowledge of WCB Work Safety requirements and procedures.
- c) Sufficient physical strength, stamina and coordination to perform a variety of heavy manual outdoor tasks.
- d) Ability to operate a variety of tools and equipment.
- e) Ability to understand and carry out oral instructions.
- f) Ability to work cooperatively with others as part of a crew or team.

### **4. TRAINING AND EXPERIENCE**

- a) Completion of Grade 10 or equivalent, supplemented by demonstrated aptitude for maintenance and construction work in a public works or parks service environment, or equivalent combination of education and experience.
- b) Have a valid BC Driver's Licence Class 5, preferably with air endorsement.
- c) Have a Certified Traffic Control Certification.
- d) Have a Occupational First Aid Level 1 Certificate.