



# District of Hope

## JOB DESCRIPTION

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**Position Title:** Labourer

**Date:** March 30, 2011

**Department:** Public Works

**Supervisor:** Foreman

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### Position Summary

This is an entry level position to assist the Foreman in achieving an efficient operation of the Public Works Department through the reliable performance of Labourer duties in the maintenance of parks, boulevards and cemeteries or in the construction and maintenance of District roads, water, sanitary and storm drainage systems, landfill and facilities. A Labourer may be expected to learn or have the willingness to acquire E.C.O.P. certification in water distribution and waste water collection. Assignments and responsibilities are performed under direct supervision in accordance with established routine. Performance is subject to review, inspection and evaluation by the Foreman.

### Responsibilities

- Performs a variety of non and semi-skilled tasks including but not inclusive of cutting grass and brush with manual and mechanical equipment; digging, weeding and other associated gardening tasks, planting, trimming and general husbandry of vegetative matter; flagging; loading / unloading equipment; removing garbage; digging; laying pipe; snow removal; laying asphalt and laying concrete.
- Operates a variety of small equipment such as pressure washers, concrete / asphalt cutting saws, generators, pumps, compressors, compactors, jackhammers and chainsaws.
- Performs general janitorial and maintenance duties.
- Uses a variety of mechanical and hand tools such as electrical drills, shovels, rakes, power actuated tools and ladders.
- Operates motor vehicles and parks related equipment.
- Maintains park benches, picnic tables, playground equipment and playgrounds.
- Installs and maintains regulatory signs.
- Applies pesticides, herbicides, fertilizers and other chemical compounds associated with the maintenance of parks and gardens under the direction of a holder of a valid Pesticide Applicators Certificate.
- Performs other related duties as required.

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### Required Knowledge, Skills and Abilities

- Completion of Grade 12 or equivalent
- Be capable and willing to learn and enroll in E.O.C.P. Level 1 Water Distribution Certification program.
- Be capable and willing to learn and enroll in E.O.C.P. Level 1 Wastewater Collection Certification program.
- Be capable of obtaining a Pesticide Applicators Certificate.
- Must be in possession of a valid Class 5 BC driver's license.
- Must be in possession of a valid Flagging Ticket.
- Good knowledge of the practices, procedures, methods, materials, tools and equipment used in the maintenance of municipal infrastructure.
- Considerable knowledge of the occupational hazards and proper safety practices / procedures particular to the trade.
- Ability to effectively communicate orally and in writing in the English language.
- Ability to work independently with a minimum of direction and make appropriate decisions related to work performed.
- Ability to deal with the Public in a courteous, tactful and diplomatic manner.
- Ability to establish and maintain effective work relationships with peers and superiors.
- Sufficient physical strength, stamina and coordination to effectively perform the work indoors or outdoors under all weather conditions.

### Working Conditions

The incumbent will work the standard workweek of Monday to Friday in accordance with the hours specified and on occasion, work overtime as authorized. The work may be performed indoors or outdoors in all weather conditions. The incumbent will be a member of the C.U.P.E. Local. Performance is subject to review, inspection and evaluation by the Foreman.

Handwritten signature of Earl Rowe in black ink.

Earl Rowe,  
Town Manager

Handwritten signature of Cindy Skoro in black ink.

Cindy Skoro  
CUPE Local No. 458