

Job Description

Working Title:	OPERATOR – HEAVY EQUIPMENT
Position Type:	TEMPORARY
FTE (ie: 1.0, 0.5):	1.0
Classification:	UNION
Division:	OPERATIONS
Department:	PLANNING AND INFRASTRUCTURE
Reports To:	FOREMAN - ROADS
☐	New Position
☒	Update of current position
☐	Significant changes (at least 50% of job has changed) – Job Evaluation required

SECTION 1: PURPOSE OF POSITION

The Operator – Heavy Equipment, under the direction of the Foreman – Roads, is responsible for asphalt and gravel road maintenance including ditches, culverts and bridges, ice control, snow removal, street sweeping, dust control, pavement marking, sidewalks and traffic control devices. This position will also assist other divisions as required.

SECTION 2: KEY RESPONSIBILITIES

Time Percentage	Key Responsibility
Click here to enter text.	Roads - Maintain asphalt roads and trails including pavement patching, pothole repairs, crack sealing and base construction - Construct and maintain gravel roads, parking lots and lanes - Remove snow and spread ice control materials - Participate in spring clean up - Perform scheduled street sweeping - Maintain dust control on gravel roads and parking lots - Maintain ditches and drainage courses - Assist with the maintenance of bridge structures - Ensure the continuous operation of culverts and catch basins - Install culverts, manholes and pave around valves

Click here to enter text.	Sidewalks Assist with the maintenance of concrete sidewalks in accordance with the risk management policy
Click here to enter text.	Traffic Control Devices - Build, install, repair and maintain regulatory and directional signs - Assist in the maintenance of an accurate inventory of regulatory and other signs - Install, maintain and remove reflective poles, curb markers and barrier structures - Install and remove seasonal road ban signs
Click here to enter text.	Pavement Markings Maintain pavement markings including crosswalks, stop bars, parking lines and center lines
Click here to enter text.	General Responsibilities - Responsible to actively engage in the health and safety program and be held responsible for the health and safety duties and responsibilities as outlined in Element I of the Health and Safety Manual. - Perform daily safety checks in accordance with Occupational Health & Safety and the Town of Stony Plain Safety Policy - Participate in regular litter control and the annual large item pick-up program - Assist other divisions with maintenance of utilities, parks, projects/special events, sports field/arena and shop general maintenance as required - Perform preventative maintenance on vehicles, equipment and other tools - Ensure that knowledge remains current through an awareness of new developments within the Road Maintenance and Traffic Control Device industry - Participate in the on-call rotation - Available to work shift work and overtime including weekends and/or statutory holidays as required - Assume responsibilities of Foreman in his/her absence

SECTION 3: SUPERVISION OF OTHERS

Position Title	Direct	General
N/A	☐	☐

SECTION 4: QUALIFICATIONS

Level of education and experience required:
- Grade 12 or equivalent - Equipment training: Graders, Backhoes, Loaders, Street Sweeper, Skid Steers - Transportation of Dangerous Goods (TDG) training - Workplace Hazardous Material Information System (WHMIS) training - Flag person training 3 – 5 years' experience operating motor graders and heavy equipment

Required designations, licenses, Certificates required:
- Class 3 Alberta Operators license with air brake endorsement - First Aid Certificate

Required Knowledge, Skills and Abilities:

- Experienced in the operation of motor graders, snowplow trucks
- Heavy and light equipment operation
- Mechanical aptitude
- Construction worksite safety
- Physical ability to use hand tools, lift heavy objects (over 25lbs), work in awkward positions, stand and walk throughout the day and work in inclement weather

PHYSICAL EFFORT

☐	Routine office environment. Limited physical effort. A variety of typical office requirements such as sitting, standing and walking. Limited physical effort. Limited intense visual concentration is required. Infrequent physical effort (lifting, bending, etc); Infrequent peaks of concentration are necessary for short periods from time to time (e.g. several minutes up to half an hour) Interruptions or distractions occur occasionally, but do not interfere with completion of quality of work as the nature of the work is highly repetitive and routine
☐	Moderate physical effort, requires occasional lifting, bending, standing, climbing ladders, etc. Requires extended periods of standing or moving. Manual dexterity can include handling of items or tools of various sizes, sorting or manipulating small parts or materials or tools, where the pace of work can largely be controlled. Intense visual concentration is greater than 50% of the time. Moderate peaks of concentration (e.g. up to half day) are a typical, with some ability to control this by taking breaks from the task. Interruptions or distractions occur frequently and sometimes interfere with output quality or timeliness. Time pressures with the job are noticeable, but are not frequent or significant. May perform a moderate level of heavy physical activities (pulling, lifting, pushing heavy or awkward objects, etc). May require some specialized training and/or use of safety equipment.
☒	Regular, frequent or sustained and considerable physical effort is required with limited opportunities to rest except at scheduled breaks. May require a degree of major physical effort over an extended period of time. Requires frequent or regular considerable moving, standing or heavy physical activities (e.g. lifting, moving, or pulling heavy awkward objects on a regular basis). Typically requires some specialized training (certifications, etc) and/or use of safety equipment. May also require personal protective equipment. Regular, frequent or sustained, and substantial peaks of concentration are a typical throughout the day. It may not be possible to take breaks from tasks due to time pressures and deadlines that often oblige continuation until task completed. Interruptions and distractions occur frequently, and often to significantly interfere with the ability to complete the task correctly/in timely manner and consistently.

WORK ENVIRONMENT

☐	Routine office environment. Limited exposure to disagreeable aspects such as noise, heat/cold, dust, fumes, etc
☐	Moderate exposure to disagreeable aspects of the work environment. The job may require occasional exposure, but is limited in terms of frequency, severity, and/or duration. May require some specialized training, and/or use of safety equipment.
☒	Considerable, frequent or ongoing exposure to disagreeable aspects of the work environment. The job requires regular exposure in terms of frequency, severity, and/or duration. Typically requires some specialized training (certifications, etc), and/or use of safety equipment. May also require personal protective equipment.



Employee Name (if applicable): _____

Reviewed by Employee: _____

Reviewed by Manager: _____

Review Date: _____