

## LABOURER I

<b>Approval Date:</b>	February 2024	<b>Department:</b>	General
<input type="checkbox"/> IAFF	<input checked="" type="checkbox"/> CUPE	<input type="checkbox"/> Management	
<b>Title of Management Supervisor:</b>	Department Manager		

### General Accountability:

#### Purpose and Scope

Reporting to the Department Manager and taking direction from the Supervisor, the Labourer I performs a variety of tasks assigned in the day-to-day operation and maintenance of the City infrastructure.

### Nature and Scope of Work

- Performs a wide variety of labour-related tasks as they pertain to the municipal infrastructure of the City's operations (utilities, roads, parks and other miscellaneous facets) including, but not limited to:
  - Heavy manual labour;
  - Operating power tools and hand tools;
  - Driving/operating light vehicles
  - Directing traffic, set-up and removal of pertinent signs and barricades;
  - Inspecting equipment daily and reporting any findings to the Foreman;
  - Maintaining relevant logs and records;
  - Adhering to all health and safety procedures and WorkSafeBC policies.
- Other duties may be assigned.

### Necessary Qualifications

#### **Knowledge:**

- Working knowledge of the methods, materials, tools, and equipment used in municipal infrastructure maintenance and construction.
- Working knowledge of the department's roles within the City's organizational structure, to be successfully acquired.
- Working knowledge of WorkSafeBC regulations and safe work procedures as pertaining to the work.
- Working knowledge of all relevant procedures, standards, manuals, guidelines, City policies and bylaws, to be successfully acquired.
- Working knowledge of traffic control requirements.
- Working knowledge of shoring and trenching techniques.
- Knowledge of fundamentals of accident prevention.

#### **Skills:**

- Safe work habits and practices.
- Good verbal and written communication skills.
- Effective and courteous interaction with the public, user groups, other agencies and internal departments.
- Safe operation of cut-off saws, power saws, compressors, jackhammers, compactors, weed eaters, and other light power tools.
- Safe use of various hand tools such as shovels, rakes, hammers, saws etc.

#### **Abilities:**

- Ability to multitask, set priorities and work independently in accordance with established standards and procedures.
- Ability to work as part of a team and/or unsupervised.
- Ability to understand and carry out oral and written instructions.
- Ability to change work priorities with little or short notice.
- Ability and willingness to contribute to maintaining a respectful, safe, and supportive work environment that embraces diversity, along with treating everyone with courtesy, dignity and fairness.
- Must have sufficient physical strength, stamina, and ability to perform the work.

**Education:**

- Grade 12 or equivalent.

**Training/Certification:**

**Must Have When Applying for Position:**

- Must possess and maintain a valid Class 5 driver's license and produce and maintain a clean driver's abstract as per City policy.
- Occupational First Aid Level 1.

**To Be Obtained on the Job (within first 6 months):**

- WHMIS Certification.
- Working Alone or In Isolation Training.
- Musculoskeletal Injury Prevention Training.

**Experience:**

- Minimum one (1) year relevant experience as a labourer in a municipal or related setting.
- Experience working around heavy construction equipment such as excavators, backhoes, loaders, dump trucks, etc.

**Preferred Criteria (For External Postings)**

- Traffic Control Certification.
- Confined Space Entry Training.
- Building Service Worker (BSW I) I Certification

**Unusual Working Conditions**

- Will be required to work in adverse weather conditions.
- Physically demanding work.
- May be required to come into contact with live sewage.
- Shift work and overtime call-outs may be required.