

EMPLOYMENT OPPORTUNITY			
Position Title	LABOURER-TEMPORARY SEASONAL	Closing Date	MARCH 16, 2018
Department	PUBLIC WORKS	Reporting To	PUBLIC WORKS ASSISTANT MANAGER
Level / Grade	<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Permanent <input type="checkbox"/> Part-Time <input checked="" type="checkbox"/> Temporary <input type="checkbox"/> Contract <input type="checkbox"/>	Hours per Week	40

General Description

The incumbent is required to perform a wide variety of routine manual tasks which can be quickly learned without prior training, skill or experience. Working under close supervision, according to detailed instructions which can be carried out without the exercising of independent judgment, the incumbent shall work on construction and maintenance of roads, sidewalks, parks, buildings, cemeteries, snow removal, grass cutting, street cleaning, digging and planting, water and sewer repairs, flushing sewer mains, repairing barricades, signs, painting etc.

It shall be the responsibility of the incumbent to familiarize and abide by the Town's Safety Policies and specific job procedure requirements in the performance of his/her duties.

***NOTE: This is a temporary, seasonal position for the spring/summer season of 2018. Positions will commence employment between late-April or early-May and work will conclude at the end of August.**

Responsibilities

Equipment or Machine Operated

- Light and medium portable equipment, i.e. trucks, riding tractors and mowers, compactors, weed sprayers, jackhammers, cutters, chainsaws, small sweepers and snowblowers, etc.

Duties

- Performance of a wide variety of routine manual tasks relating to the Municipal repair and maintenance operations such as roads, sidewalks, boulevards, street signs, traffic signs, cemeteries, snow removal, sweeping, water and sewer mains, storm sewers, catch basins, garbage collection & disposal, etc.
- Performance of other manual labour-orientated duties as assigned in the area of Public Works, Utilities, Parks and Playgrounds.
- Perform other Municipal operation related duties as assigned.

Qualifications

- Light / medium portable equipment experience an asset.
- Ability to read and write and must possess some communication skills.
- Valid Alberta Class 5 drivers license.

Acquired Skills

- An understanding of Municipal Operations and the operation of light and medium portable equipment.
- Knowledge of the Occupational Health and Safety Act.
- Willing to get First Aid and CPR certification.

Salary / Benefits

The person hired in this position will begin at the start rate and after the completion of the probationary period as per Section 8.04 of the Collective Agreement will move to Wage Level 1.

Further advancement to Wage Level II, III, and IV, in their position, will be as per the Collective Agreement, Article 25, Schedule "A".

Position Advancement – Advancement of an individual in the existing Labourer position to a higher level position i.e. Equipment Operator I, shall only be upon the supervisor's approval, after the individual has demonstrated that he/she has attained the experience and ability to operate the required equipment to the full satisfaction of the supervisor in a safe and efficient manner and subject to that, this position is required by the Town.

Additional Information

As a team player you possess a strong work ethic and a commitment to excellence. If you like being challenged then we would like to hear from you. Please submit a cover letter outlining your skills and experience as they relate to the position along with your resume in confidence to:

Human Resources
Town of Drayton Valley
Box 6837
Drayton Valley, AB, T7A 1A1

Deadline to apply is no later than Friday, March 16, 2018 at 4:30pm.

We thank all applicants for their interest. However, only those selected for an interview will be contacted. All information collected for the above offer of employment is done under the provision of the Freedom of Information and the Protection of Privacy legislation and will be used only for the evaluation of candidates.