

EMPLOYMENT OPPORTUNITY

Water Treatment Plant

Seasonal Labourer – Utilities

Full-Time / Temporary

QUALIFICATIONS/EXPERIENCE

Preferred or considered an asset for this position:

- Light and medium portable equipment experience considered an asset.
- Communication skills with ability to read and write.
- Valid Alberta Class 5 Drivers' License
- Willingness to complete First Aid & CPR certification.
- Some acquired skills include:
- An understanding of Municipal Operations
- Knowledge of the Occupational Health & Safety Act

APPLICATION DETAILS

Please submit a cover letter and resume clearly outlining your education, experience, and qualifications as they relate to this position and submit via email to HR@draytonvalley.ca

Applications can also be mailed to or dropped off at:

Attention: Human Resources
Town of Drayton Valley
5120-52 Street, Box 6837
Drayton Valley, AB T7A 1A1

Applications will be accepted until suitable candidates are found.



ABOUT THE ROLE

The Town of Drayton Valley is seeking persons to fill the role of Seasonal Labourer.

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.

Understand and adhere to all worker responsibilities as outlined in the current Towns' Policy and Procedures.

Understand and adhere to all Town Health & Safety policies, work procedures, rules, and relevant directives.

The Town of Drayton Valley is committed to Anti-Racism, equity and inclusion and a safe and harassment-free working environment.

We thank all applicants for their interest; however, only those selected for further consideration will be contacted.

JOB DESCRIPTION

POSITION: Seasonal Labourer
DEPARTMENT: Municipal Services
REPORTS TO: Utilities Manager
JOB TYPE: Labour
LOCATION: Water Treatment Plant

GENERAL ACCOUNTABILITIES

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.

Understand and adhere to all worker responsibilities as outlined in the current Towns' Policy and Procedures.

Understand and adhere to all Town Health & Safety policies, work procedures, rules, and relevant directives.

REPORTING RELATIONSHIPS

This position reports to: Water Treatment Plant Manager → General Manager Municipal Services → Chief Administrative Officer.

DUTIES & ESSENTIAL JOB FUNCTIONS

- Responsible for running light and medium portable equipment such as: trucks, riding tractors and mowers, compactors, weed sprayers, jackhammers, cutters, small sweepers, etc.
- 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 and Municipal operation related duties as assigned.

QUALIFICATIONS AND EXPERIENCE

- Light and medium portable equipment experience considered an asset.
- Communication skills with ability to read and write.
- Valid Alberta Class 5 Drivers' License
- Willingness to complete First Aid & CPR certification.
- Some acquired skills include:
- An understanding of Municipal Operations
- Knowledge of the Occupational Health & Safety Act

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 9.04 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".