

TOWN OF AMHERST – Job Posting (Open Competition)

Job Title: Operator - Street Section (Seasonal)

Department: Transportation & Public Works Dept.

SUMMARY OF RESPONSIBILITIES

1. Responsible for the repair and maintenance of Town streets and public parking areas, street cleaning, curbs and sidewalks.
2. Is responsible for assigned activities in the operation and maintenance of municipal infrastructure works in an effective, efficient, and safe manner in relation to themselves, fellow employees and the general public.
3. Constructing curbs, sidewalks, cast in place manholes / catch basins.

BASIC DUTIES: (Street Maintenance and Repair)

1. Complete all assigned duties from crew leadhand.
2. Patching potholes, cracks, utility cuts in asphalt streets and sidewalks.
3. Adding gravel to utility cuts and other holes in the street to maintain a minimum level of street smoothness.
4. Adding gravel to shoulders to increase the safety of driving on streets;
5. Preparing streets for capital paving by patching, sweeping, installing risers, tins, etc and adjusting grade on manholes / catch basins, receiving weight slips during paving.
6. Paving asphalt sidewalks as required.
7. Assign and supervise work task assignments for employees assigned to his crew.
8. Carry out regular maintenance duties as required for the operation and maintenance of municipal infrastructure works.
9. Respond to emergency situations after normal working hours, assessing the need for mobilizing manpower and equipment needed to address the situation in an expedient and cost efficient manner.
10. Arranges for resources necessary to carry out the assigned task. This includes vehicles, heavy equipment, labour, materials, written procedures etc.
11. Report to the leandhand/foreman/Town Engineer all incidents relating to the failure of workers to carry out assigned duties. This includes swearing, abusive language, ignoring instructions, etc.
12. Set up and maintain construction zone traffic control signage and/or flagging as directed or required.
13. Employees must treat general public in a pleasant and professional manner, all information regarding tax payers must be kept confidential.

OTHER DUTIES:

1. Operate competently all heavy equipment including 3 to 5 ton trucks, back hoes, loaders, snow plows, and sidewalk plow/blower in a safe and effective manner for cleaning, maintenance, installation, repair, construction and snow removal of streets, sidewalks, boulevards, surface drainage systems, water and sewer systems, parking lots and other municipal properties
2. Perform routine checks, minor servicing, cleaning and basic maintenance of the equipment they are operating including checking fluid levels and grease as necessary.
3. Inform the Mechanic of any required significant maintenance or safety problems of equipment being operated.
4. Assist in snow removal operations as required.
5. Perform other related duties as may be assigned.

POSITION REQUIREMENTS:

1. Grade XII or equivalent with Commercial Safety College Operator Skills Ticket and valid Class 5 Nova Scotia driver's license with an air brake endorsement.
2. Ability to direct and supervise the crew.
3. Ability to understand and apply written and oral instruction
4. Physically fit and mentally able to perform the required tasks.
5. Considerable skill in operation of heavy equipment.
6. Ability to keep basic records.
7. Traffic Control Person

Duration of Position: Seasonal

PLEASE SUBMIT APPLICATION TO:

Kim Jones

5 Ratchford St, P.O. Box 516, Amherst, NS B4H 4A1 email: kjones@town.amherst.ns.ca

DEADLINE: All applications must be received by 4:00pm on Friday, July 30, 2010