

Township of South Frontenac

Job Description

Title: Labourer

Department: Public Services

Reports to: Operations Supervisor/Lead Hand

Summary:

Reporting to the Lead Hand and under the formal supervision of the Operations Supervisor, the Labourer assists with the maintenance and repair of Township Public Works infrastructure including roadways, buildings, facilities and various other tasks. The Labourer may also be required to perform the duties of other Public Services positions as needed.

Duties & Responsibilities:

- Performs general labourer duties at construction sites and facilities.
- Assists with municipal infrastructure maintenance operations
- Performs operations within Municipal Rights of Way and other Municipally-owned properties including maintenance of shoulders and ditches, signage, litter pick-up, brushing, trimming and removal of trees and shrubs, and grass cutting
- May perform some duties of other Public Services positions as needed.
- Operates a variety of equipment to assist in operations on construction sites
- Adheres to a variety of health and safety standard operating procedures, MTO guidelines and safety regulations
- Ensures excellent customer service providing a positive image of the Municipality at all times and through all work performed within the Public Services Department
- Other duties and projects as assigned by the Lead Hand and/or Supervisor

Supervision:

- Works under the direct supervision of the Operations Supervisor
- Receives functional direction and support from the Lead Hand

Qualifications:

- Completion of secondary education
- One (1) to two (2) years of relevant or comparable experience
- Must be physically fit and capable of meeting demands of the role
- Ability to deal politely and effectively with fellow staff and the general public

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- Must possess and maintain a valid Class “D” Province of Ontario Driver’s license with “Z” endorsement
- Ability to operate in a safe and efficient manner and operate a variety of maintenance/construction vehicles, equipment and tools.
- Proven ability to work in compliance with the provisions of the Occupational Health and Safety Act and Regulations
- Ensures that all safety rules and procedures are being observed at all times, including the initiation of proper notifications in the event of accidents or injury
- Demonstrated ability to be a team player with an ability to establish effective working relationships with other employees and the general public
- Knowledge of proper use of common hand tools

Work Environment:

- Must be available for varied hours including evenings, nights, and weekends
- Predominantly outdoor based, with exposure to elements
- Work involves standing, climbing stairs, walking on uneven surfaces, lifting weights not exceeding 20 kg (44 lbs.) and driving for periods in excess of two hours
- Regularly interacts with the public

Other:

- This is a full time position in accordance with the Collective Agreement with CUPE 4336
- Compensation and benefits are in accordance with the Collective Agreement
- Probationary period – 6 months of active employment

Approved:

Neil Carbone
Chief Administrative Officer

Director of Public Services

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