



PUBLIC WORKS – CASUAL EMPLOYMENT

Riverdale Municipality invites applications for the position of Public Works Operator.

Job Description: This is an “as required” position to cover various leaves/staff shortage

Minimum Qualifications:

- Grade Twelve or G.E.D. equivalent.
- Must possess and maintain a valid Class 5 Province of Manitoba driver’s licence.
- Basic plumbing, piping and mechanical skills would be an asset.
- Experience in operating light equipment and trucks with ability to learn heavy equipment operation.
- Ability to work with a minimum of supervision or alone when needed.
- Class 1 Water Treatment, Water Distribution and Wastewater Collection & Treatment certifications with willingness to upgrade to class 2 for Water Treatment and Distribution is not required, but would be considered an asset

The deadline of application submissions is open until filled.

Further information including full job description is available upon request or on our website.

We thank all applicants for applying; however, only those selected for an interview will be contacted.

Dated at Rivers, Manitoba this 17th day of October 2018.

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POSITION TITLE:	Public Works Operator
REPORTS TO:	Municipal Operations Foreman

Primary Duties:

1. Alternate Water Treatment Plant Operator
2. Grass cutting on various public properties using push and riding mowers.
3. Aiding with water and wastewater piping repairs.
4. Cleaning of culverts and drains as required.
5. Painting of curbs and street centerlines.
6. Replacement, repair or other maintenance of municipal property such as signs, hydrants, buildings, cemetery and other infrastructure as required.
7. Assists in the servicing and maintenance of vehicles and equipment and complete service logs.
8. Participates in all safety training, orientations, meetings and ongoing training.
9. Ensures all standards of Workplace Safety and Health are followed.
10. Boulevard landscaping and street maintenance.
11. Construction and maintenance of curbs and sidewalks.
12. Cleanup of yard, shop buildings and equipment as required.
13. Clean and safely store equipment as required.
14. Maintenance and repair of assigned municipal buildings.
15. Performs any other duty as may be assigned.

Skills, Experience and Qualifications

- This position requires a high school grade twelve or GED equivalent.
- Previous experience operating in a municipal public works and utilities environment would be an asset.
- A clear Criminal Records Check is required and the ability to successfully pass a medical examination of which the results shall be provided to the Municipality.
- Previous training or completion of Occupational Health and Safety training would be an asset.
- Demonstrated proficiency in English, both written and verbal.
- A practical knowledge of the operation, care and maintenance of hand tools and small equipment, of safe work practices under Workplace Health and Safety; and of basic mechanics is desirable.
- Must have a valid Manitoba Class 5 driver's license; provide proof of an acceptable driver abstract.
- Must be willing to obtain Certifications in the Manitoba Water Treatment Class 2, Manitoba Water Distribution Class 2 and the Manitoba Wastewater Collection Class 1 and Wastewater Treatment Class 1.
- Knowledge of the municipality would be considered an asset.

Accountability

Under the general direction of the Municipal Operations Foreman will be expected to perform their duties to a high standard and in accordance with all policies and procedures of the municipality.

Unique Position Requirements



- Work week and schedule will vary and will include weekend and on call work.
- Capacity to work both independently and in a team environment.
- Ability to adapt to the daily challenges associated with a busy work environment.
- Ability to work in a variety of weather conditions.
- Excellent communication and customer service skills.

Incumbent

Municipal Operations Foreman

Date

APPROVED: May 2018

REVISED: