

Date: March 12, 2013



LABOURER 1

1. ORGANIZATIONAL RELATIONSHIPS

Reports to: Public Works Foreman or designate

Coordinates with: Other Public Works Staff

2. KEY RESPONSIBILITIES

An employee in this class will be expected to perform a wide range of tasks as assigned by the Public Works Foreman or designate. Tasks range from general labouring work involving non- or semi-skilled duties to the operation of hand power tools as well as providing assistance to the drivers of vehicles of 10,000 kg gross vehicle weight and under.

Assignments and responsibilities are performed under general supervision and performance is subject to review, inspection and evaluation by the Public Works Foreman or designate.

General Duties:

- Drive a pick-up truck or similar vehicle to transport tools and personnel;
- Operate hand power tools assigned including weed eaters, drills, saws, pressure washers, paint sprayers, small pumps, hand mowers, etc.;
- Perform daily inspections and minor maintenance to ensure the hand power tool and other equipment assigned is operable;
- Perform general duties including operation of hand power tools and vehicles in accordance with recognized and acceptable practices including the safety of the public, property and other members of staff; and
- Use of good judgment in performing general duties including the operation of hand power tools and vehicles to ensure that tasks are performed efficiently and effectively by avoiding obstacles and traffic where possible.

Knowledge, Skills and Abilities:

- Good working knowledge of tools and equipment operation used in the construction, operation and maintenance of public works facilities and infrastructure;
- Good working knowledge of standards, methods, principles, procedures, and policies used in the safe construction, operation and maintenance of public works facilities and infrastructure;
- Good working knowledge of occupational hazards and property safety practices;
- Good working knowledge of the materials and tools used in the construction, operation and maintenance of public works facilities;
- Good interpersonal skills in order to establish and maintain effective working relationships with other staff, management and the public;
- Good health and sufficient physical strength, stamina and coordination to carry out manual work;
- Ability to demonstrate mechanical aptitude;
- Ability to demonstrate a willingness to adapt to technological changes when introduced;
- Ability to demonstrate familiarity with WorkSafe BC regulations and practices including recognizing and rectifying and/or reporting actual or potential safety hazards;
- Ability to understand and effectively carry out verbal and written instructions in English including the completion of required forms, logs and reports; and
- Ability to work independently and within a team environment.

3. REQUIRED QUALIFICATIONS

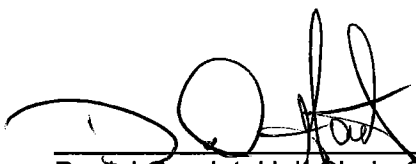
- Grade 12 diploma or proven equivalent.
- Course completion in equipment operation or combination of related training and experience preferred.
- Minimum two (2) years experience in the Public Works construction and maintenance field.

4. REQUIRED LICENCES AND CERTIFICATES

- Valid BC Driver's Licence, Class 5 (Class 3 with air endorsement preferred), with recent abstract.
- Criminal Record Check (as a condition of employment, the incumbent must be able to obtain and maintain a clear RCMP Reliability Status).

5. WORKING CONDITIONS

As per Policies and Procedures of the District of Kent, and the Collective Agreement of the District of Kent.



Daniel Gaudet, Unit Chair, CUPE Local 458

Date: MARCH 12, 2013



Wallace Mah, Chief Administrative Officer

Date: Mar. 13, 2013