



JOB DESCRIPTION

TITLE: LABOURER

DEPARTMENT: Public Works

LEVEL: 2

Position Last Evaluated: Jan 1994
Job Desc. Last Updated: Feb 2015

JOB SUMMARY

Under the direction of a supervisor, leadhand or foreman, the incumbent carries out a variety of work necessary for the municipality's construction and maintenance operations.

TYPICAL DUTIES AND RESPONSIBILITIES

1. Assists on construction sites by handling tools and barricades, directing traffic, and loading and placing materials and equipment.
2. Places and ensures pumping equipment is functioning, excavates using hand tools, and compacts backfill using hand tampers and power compactors.
3. Assembles piping and appurtenances, levels construction areas, and constructs shoring and wooden structures.
4. Locates meters, storm sewer drainage malfunctions, assists with repairs, and clears sewers, drains, and catchbasins.
5. Carries out maintenance and construction of waterworks, sewers, and related appurtenances.
6. Cleans debris from construction sites and civic properties.
7. Removes snow and ice, and sweeps and/or power washes public structures and civic properties as required.

TYPICAL DUTIES AND RESPONSIBILITIES cont.

8. Assists tradesmen as required in maintenance and construction projects, installs concrete, digs holes and installs signs and posts. Wheels materials and supplies.
9. Performs other duties as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Good working knowledge of materials, parts, tools, techniques, and methods required in construction, repair, and maintenance procedures for the applicable division.

Ability to comprehend and carry out written and oral instructions.

Must have basic knowledge of W.H.M.I.S. and City policies.

Work may involve lifting of heavy and/or awkward objects and/or maneuvering of heavy equipment, and/or climbing structures. Core work activities typically require a high level of activity.

Ability to communicate with courtesy and tact in order to obtain and/or distribute routine data or information to internal and external customers. This may involve the ability to probe for information and clarification.

MINIMUM TRAINING AND EXPERIENCE REQUIRED

Completion of Grade 12.

Or an equivalent combination of education and experience.

Possession of a valid Class 5 BC Driver's Licence.

GENERAL STANDARDS

All employees shall take reasonable care to protect their health and safety, and the health and safety of other persons by becoming familiar with the Occupational Health & Safety (OH&S) Program, following established safe work procedures, using protective equipment, and asking for training if unfamiliar with work requested to perform.

Contributes in maintaining a respectful, safe, and supportive work environment that embraces diversity and where everyone is treated with courtesy, dignity, and fairness.

Adheres to City policies and objectives.