

POSITION TITLE	CASUAL LABOURER
DEPARTMENT	PUBLIC WORKS
SUMMARY OF DUTIES	To perform general labourer duties in the maintenance and construction of roads, sewers and water mains. May be required to operate some licensed and unlicensed equipment.
SUPERVISED BY	Roads and Parks Superintendent
EDUCATION	Secondary School Diploma and DZ drivers' license
EXPERIENCE	6 months experience
MAJOR RESPONSIBILITIES	<p>(The following sets out the principle functions of the position and shall not be considered as a detailed description of all work requirements).</p> <ol style="list-style-type: none"> 1. Program/Services <ul style="list-style-type: none"> ➤ Assignments will include general labour performance in the construction and maintenance of roads, ditches, sidewalks, water, sewer and sanitation services including but not limited to the installation/removing of snow fencing, winter control activities and such other duties as may be assigned. ➤ Provide operational support to other co-workers including traffic control, supply co-workers with and/or use associated materials, tools and equipment from time to time. ➤ May be required to operate some licensed and unlicensed equipment. (Upgrade will be provided when operating Class 1 or higher equipment) ➤ Perform Flagman duties ➤ To perform other related duties as assigned by Foreman or designate 2. Human Resources <p>Not responsible for supervision of other staff. Ensure work is done in a safe and efficient fashion.</p> 3. Financial Resources <p>Not responsible for preparation of budget or acquisition of funds.</p> 4. Material Resources <p>Carries out work assignments using a variety of hand equipment such as but not limited to shovels and picks.</p>
SKILL AND EFFORT	
5. Knowledge	Ability to use hand tools and small motors.

Knowledge of construction and maintenance activity safety procedures.
Applied knowledge of safe construction practices, Occupational Health & Safety Act.
Technical knowledge of the safe use and operation of tools and equipment.
Technical knowledge of the Highway Traffic Act and Uniform Manual for Traffic Control Book 7.

6. Physical Skill and Effort

Good physical condition with ability to handle physical demands.
Job involves sitting, walking, bending, shovelling, climbing, lifting and standing

7. Decision Making and Judgement

Work performed under direct supervision of superintendent
Judgement is exercised in:
Working without supervision after they are placed on the job site.

8. Interpersonal Skills/Contacts

Interpersonal skills to work with co-workers.

Internal:

With other co-workers for the purpose of sharing information to assist with work assignments.

External:

With little external contact other than ensuring polite relations with the public.

WORKING CONDITIONS

9. Environment

Work in all weather conditions normally outdoors.

10. Control over Work Schedule

Regular work schedule will be 8 am – 4 pm. Overtime work as required (within the provisions of the collective agreement.

**In agreement with the duties and responsibilities of this position.
Education and experience are determined by the Corporation.**

Agreed to: Department Head _____

Supervisor _____

Employee _____

Approved: Chief Administrative Officer _____

Dated: _____