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THE CORPORATION OF THE TOWNSHIP OF WELLINGTON

JOB POSTING – APRIL 2017

POSITION OF STUDENT - LABOURER PUBLIC WORKS

The term for this student position is May 8, 2017 to August 25, 2017.

The Student - Labourer under the daily supervision of the Roads Foreman and carries out a variety of public works operations activities necessary for maintaining roads, other infrastructure and municipal property in a condition safe for public use. A primary activity of this position is the lawn care maintenance required for the Township's cemetery properties.

Qualifications for this position:

- Student must be attending post-secondary school to study in Fall 2017;
- Valid G2 or G Driver's License in Good Standing; and
- Safety Training - Health & Safety, WHMIS, First Aid and CPR courses.

Specialized Knowledge/Skill Requirements:

- Team player focused on Health and Safety;
- Workplace experience operating a lawn mower or lawn trimmer; and
- Construction or landscape maintenance experience (preferred).

A job description is available at the Township website www.wellington-north.com

This position is forty hours per week at an hourly rate of \$11.93 / hour.

Applicants are required to submit their application/resume, detailing at minimum a short description of skills, relevant employment history and experience. Resumes submitted must be received no later than 2:00pm on April 28, 20167

Dale Clark, Road Superintendent
Township of Wellington North
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If you require a disability-related accommodation to participate in the recruitment process, please let us know. We will accommodate your needs under the Ontario Human Rights Code.



TOWNSHIP OF WELLINGTON NORTH

Department Public Works
Position Title Student – Labourer
Reports To: Works Foreman

Location: Township of Wellington North Work Yards

Approved Date: March 2017

1. PURPOSE OF POSITION

A Student Labourer works under the daily supervision of the Foreman (and from time to time the supervision of the Roads Superintendent) and carries out a variety of works operations necessary for maintaining roads and other publically owned infrastructure and property in a condition safe for public use.

2. SPECIFIC DUTIES

a) Road Work

Carries out a variety of maintenance duties including:

- roadside maintenance (cold mix/hot mix repairs, patching, sweeping, shoulder regravelling and dragging, washout repairs, grass trimming, etc.)
- tree removal and planting
- maintain culvert and ditches
- bridge maintenance (replacing railings, painting)
- maintain sidewalks and parking areas.

Carries out construction work such as the installation of sidewalks including forming, pouring and cement finishing.

Maintains safety devices on roads including sign installation and maintenance, guide post repair, etc.

b) Parks, Cemeteries and Property Maintenance

Carries out a variety of duties including:

- tree trimming, grass cutting and planting/maintaining flower beds and landscaping
 - repair and maintain fences, signs, roadways and buildings at cemeteries
 - burials
 - repair and maintain fences, signs, roadways and buildings at cemeteries.
- Burials

c) Yard Maintenance

Carries out maintenance duties for facilities, equipment and supplies at assigned Yard, including:

- painting and other routine building repairs (carpentry and plumbing)
- maintaining inventory of supplies and equipment

3. WORK COMPLEXITY

Accountability & Decision-Making Authority: Daily supervision from Foreman.
Must use good health and safety practices at all times.
From time to time acts in the absence of the Foreman.

Equipment Operation/Materials Handling/Safety Measures:

Works regularly with wide variety of large and small equipment
Handles chemicals and construction materials

Must be aware of safe operating procedures for all equipment and work sites must wear safety equipment on the job

Effort and Working Conditions:

Considerable portion of work time is spent outdoors and in garage environment
From time to time, will report directly to other Works Yards for assignment working on construction sites where responsible for safe work practices and public safety measures

Working outside in all weather conditions; must be physically capable of working in varying conditions.

In winter months and during emergency situations, can work extraordinary and long hours.

Communications/Contacts:

- Must be a good team player
- Regular contact with the public

4. QUALIFICATIONS

Education:

Student within secondary school system

Special Knowledge/Skill Requirements:

- Construction experience and work with municipal infrastructure (roads, water and sewer) preferred
- Team Player
- Mechanical Skills
- Safety training- Health & Safety, WHMIS and First Aid and CPR courses

5. WORKING RELATIONSHIPS

Reports To: Foreman

Supervises: None

Other: From time to time acts in the absence of the Foreman

6. HOURS OF WORK

Regular hours are 7:30 a.m. to 4:00 p.m. extraordinary hours and/or shift of hours/work week will be scheduled by the Foreman. Pre-authorized overtime is paid for work beyond 40 hours per week