



JOB DESCRIPTION

Title	Maintenance Worker I	Pay Grade	Pay Grade 6
Department	Works and Infrastructure	Location	Works and Infrastructure
Supervisor	Manager of Works	Reviewed	January 2022

Nature and Scope of Work

Reporting to the Works Foreman, the Maintenance Worker I is responsible for performing a variety of heavy skilled and unskilled work in the operation and maintenance of the District's road and utility infrastructure.

Duties

1. Assists in the construction and maintenance of municipal streets, lanes, boulevards, and sidewalks; including snow removal.
2. Cleans culverts, drainage ditches, and catch basins.
3. Assists with the installation of water, sewer, and storm systems.
4. Swamps on trucks (load and unload a variety of construction materials, supplies, or equipment).
5. Directs traffic, places barricades and warning lights around work projects.
6. Cleans up after construction and maintenance tasks or around buildings and yards.
7. Assists in the preparation and installation of concrete and construction work.
8. Performs routine inspection, maintenance, fueling of equipment; reports equipment problems.
9. Maintains miscellaneous records such as haulage records, as required.
10. Operates trucks and equipment required for various tasks.
11. Assists other employees in a variety of tasks as required.
12. Performs related work as required.

Required Skills and Knowledge

1. Good physical condition with sufficient strength and stamina to perform heavy manual work outside in the presence of dust, noise, odours, and dampness.
2. Ability to exercise courtesy and tact in the exchange of routine information with other municipal employees and members of the public.

3. Ability to work well within a team, the general public, and employees of other departments or companies.
4. Knowledge necessary to operate assigned equipment used to complete required tasks and to complete equipment maintenance duties.
5. Necessary knowledge of the municipal street layout and departmental operations.
6. Ability to exercise considerable independence of judgement and action in the operation of equipment.

Required Qualifications

1. Trained in the operation of small power equipment as to safety, efficiency, and basic maintenance of such equipment.
2. Trained in traffic control or ability to be trained.
3. Valid BC Driver's Licence – Class 5 with a clean Driver's Abstract.
4. First Aid Certification or an ability and willingness to obtain one.

Remuneration and Hours of Work

1. Remuneration in accordance with Schedule 'A' of the CUPE Collective Agreement.
2. Hours of work in accordance with the CUPE Collective Agreement.
3. Overtime, callouts, and standby as required in accordance the CUPE Collective Agreement.