



New Glasgow
flourish

Grounds & Sidewalk Maintenance Worker – Transportation Department (TERM POSITION)

THIS MOMENT, THIS POSITION

The Grounds & Sidewalk Maintenance Worker (Transportation Department) Term Position is primarily responsible for the maintenance of sidewalks, roads, lawns, etc. within the street right of way.

Additional Duties of the Maintenance Worker include but are not limited to:

The candidate must be physically able to perform many varied labour tasks. This may include, but is not limited to;

- Litter pick up, painting, landscaping, brush cutting, trails maintenance, playing/sports field maintenance, snow blowing, snow shoveling, and general grounds maintenance duties in varying weather conditions.
- Prepare streets for capital paving by adjusting manholes, catch basins and valve boxes.
- Ability to achieve Sidewalk plow / municipal tractor certification by outside testing, and operating sidewalk plows
- Responsible for ensuring their duties are carried out in an effective, efficient, competent, and safe manner in relation to themselves and fellow employees.
- Operate municipal tractor for lawn mowing operations.
- Operate sidewalk plows / municipal tractor in snow clearing operations.
- Operate other equipment and perform labour duties in various road, sidewalk and right-of-way operations and all other maintenance and repair projects carried out by the Public Works Department.
- Follow all applicable Occupational Health & Safety policies & procedures, and those policies & procedures of the Town.
- Operate all light utility vehicles of the Public Works fleet for various purposes.
- Perform traffic control duties as assigned.

ADDITIONAL DUTIES & EXPECTATIONS

- Perform labour duties associated with all municipal repair and maintenance projects carried out by the Public Works Department.
- Perform routine checks, minor servicing, cleaning, and basic maintenance of the equipment being operated, including checking fluid levels and grease as necessary.
- Inform the Fleet Department of any required significant maintenance or safety problems of equipment being operated.
- Assist in snow removal operations as required.



New Glasgow
flourish

HOURS OF WORK

Hours of work are primarily Monday to Friday, 8:00 a.m. to 4:00 p.m. (40-hour work week) **although overtime is anticipated and expected** to accommodate work and emergency requirements. Overtime includes scheduled OT, Callouts, and On-Call duties.

The Provincial *Hours of Service Regulations* are used to manage hours of work. The terms of employment will require the worker to be available for **Overtime Work**.

EDUCATION AND BACKGROUND

Minimum qualifications include:

- Completion of Grade 12 education.
- Ability to pass a Criminal Background check.
- Physical ability and fitness for moderate to heavy physical exertion.
- Ability to understand and apply written and oral instruction.
- Valid driver's license with a clean abstract
- Valid WHMIS, and first aid training or ability to acquire.
- Familiarity with the operation of a pickup truck with a utility trailer considered an asset.
- Ability to pass Nova Scotia Traffic Control Person training and Nova Scotia Temporary Workplace Signer certification.

All interested applicants are asked to submit their resume and cover letter to Rebecca Lewis-MacNeil, Director of Human Resources (rebecca.macneil@newglasgow.ca) on or before the end of day on Tuesday, October 22, 2024. A complete job profile, outlining additional competencies, educational and experience requirements and working conditions can be provided upon request.

STATEMENT OF INTENTION

We encourage applications from a wide spectrum of backgrounds and experiences, recognizing the immense value that diversity brings to our team. We are on a journey of learning and growth, continually striving to create a more inclusive and equitable environment. We encourage individuals from historically underrepresented communities, including Black, racialized, and Indigenous Peoples, members of the 2SLGBTQIA+ community, newcomers to Canada, and People with Disabilities, to apply. We are committed to providing accommodation for individuals with disabilities at every stage of the hiring process. We recognize that there is always more to learn and improve upon in our journey towards greater inclusivity and humility.