



Operator Class 3 – Transportation Division (Term Position)

TERM

Eight-month TERM with potential for Full Time after an Employee Evaluation

NOTE: Probation will apply before being made permanent

THIS MOMENT, THIS POSITION

The Operator Three is primarily responsible for operating equipment used for SNIC, and for off season equipment operation. Other duties may include but are not limited to, long line painting, crosswalk painting, traffic control, carpenter work, grass cutting (using power driven equipment or by hand), concrete work and garbage pickup. The person must be versatile and adapt well to changing work conditions.

The Operator performs all other division duties, including labourer, when so requested by Supervisor or Chargehand. A valid driver's licence (minimum class 3) with a clean driver's abstract is required.

SUMMARY OF RESPONSIBILITIES:

Duties include but are not limited to; snow and ice control, as per the Town of New Glasgow SNIC policy adopted by council. This includes the operation of tandem axle with "wing and plough" trucks, heavy equipment (graders and loaders) and sidewalk machines. The operator must be able to follow a specific route. Must be able to follow National Safety Code requirements for hours-of-service regulations. Must be able to work both independently and as part of a team. Off season work is described in the position summary. The successful person must be able to adapt well to change and must be versatile. This is not a supervisory position.

BASIC DUTIES/FUNCTIONS:

- Document daily hours of service and the vehicle circle checks.
- Ensure a safe work environment in compliance with all safety policies, procedures and safe work practices using the appropriate tools and equipment for a task.
- Perform other duties as assigned.
- Responsible to ensure that all duties are carried out in an effective, efficient, competent, and safe manner in relation to themselves and fellow employees.
- Perform various other labour duties as assigned.
- Operate all utility vehicles of the Public Works fleet for various purposes.
- Perform traffic control duties as assigned.

OTHER DUTIES:

- Perform 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, grease as necessary and document.
- Inform the Mechanical Dept. of any required significant maintenance or safety problems of equipment being operated.
- Must be able to complete or prove an evaluation / certification for snow and ice control on the designated equipment.



- Perform other related duties as may be assigned.

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 *National Safety code Hours of Service Regulations* are used to manage hours of work.

ON-CALL / STAND-BY

The CUPE Collective Agreement, Section 10.02, includes provisions for On-Call/Stand-by duties. On-Call duties from Dec 1st until April 30th are part of this job description and compensation is as per Collective Agreement. On-Call rotation shall be coordinated with Supervisor.

POSITION REQUIREMENTS:

Preferred qualifications Include:

Valid Nova Scotia Driver's License minimum Class 3 with endorsements for air brakes.
Minimum three (3) years demonstrated experience.
Natural Gas Awareness Training.
Familiarity with municipal winter operations and equipment certifications also considered as an asset.
Red Seal Carpenter, or very familiar with the building trade
DPW Certification, or other accredited training facility for plough truck (tandem) with wing and plough.

Minimum qualifications include:

Completion of Grade 12 education.
Ability to pass a Criminal Background check.
Ability to pass/provide a Class 3 Nova Scotia's Driver's medical.
Must have a verifiably clean incident record.
Attention to safety and the ability to work safely is a requirement of this position.
Physical ability and fitness for moderate to heavy physical exertion.
Minimum five (5) years stable and verifiable experience in the industry related to the position as described in the "Position Summary".
Ability to understand and apply written and oral instruction.
Be willing to face any new challenge with a positive attitude.

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 2SLGBTQ+ community, and newcomers to Canada 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.