



JOB DESCRIPTION

Position: Roads / Heavy Equipment Operator
Department: Engineering & Public Works
Reports to: Roads Manager

Position Summary:

Reporting to the Roads Manager, the Roads / Heavy Equipment Operator carries out a variety of duties related to the maintenance and construction of municipal roadways, including operating and maintaining equipment.

Goal Statement:

As a member of the Municipal team, each employee is responsible for serving the citizens of Strathroy-Caradoc by meeting the ratepayers' needs and expectations, as articulated by Council, by striving to be the best in everything we do through attitude, training and creativity, and for representing the Municipality as a strong, integrated organization dedicated to quality, sustainable and viable services.

Duties and Responsibilities:

- Performs all general labour in the maintenance of the municipal roadways. Operates a variety of vehicles and equipment to ensure safe, clean and efficient roadways and related municipal properties within the Municipality of Strathroy-Caradoc.
- Maintains and services assigned Roads Department equipment. All staff must practice good safety procedures, and are required to use personal safety equipment at all times. All required safety controls required while on all public right-of-ways.
- Operates all Roads Department vehicles and equipment including: graders for both rough and fine grade work, single axle and tandem trucks, sanders, rollers, loaders, backhoes, and full range of power tools and equipment rented and owned, including the operation of snow plow and snow plow equipment.
- Repair, replace and/or install culverts, signs, safety devices, road fences, snow fences, tile drains, and catch basins.
- Trim and remove trees and brush along Municipal roads and pick up litter and debris.
- Service, wash and perform minor repairs on equipment, as needed.
- Weld and solder equipment during repair of equipment and fabricate accessories.
- Clean garage bays and compound.



- Use safety equipment as required and report any issues with safety equipment to the Roads Manager.
- Identify any chemicals on Municipal property and ensure WHMIS 2015 standards are met.
- Maintain accurate logs of all daily activity and file such logs with the Roads Manager at the end of each day.
- Survey and set road contours and grades for road rebuilding.
- Weigh and record weight of gravel, sand, salt before use.
- Monitor the work of gas, hydro and telephone crews when working on Municipal property/roads.
- Report road conditions, damage, vandalism to signs and services, and any potential hazards related to the Municipal road system, and report any deficiencies or concerns to the Roads Manager.
- Perform other related duties as assigned by the Roads Manager.

Qualifications:

- Minimum OSSD or equivalent education or experience
- Must have a Class “D” drivers licence or equivalent with “Z” endorsement and a clean driving record
- Must be willing to work flexible and sometimes long hours. Must be available to be on call as required
- Three (3) years experience operating road maintenance equipment is preferred. Must be prepared to take the necessary courses to become qualified to operate all department equipment
- Completion of T.J. Mahony and/or C.S. Anderson courses an asset
- High mechanical aptitude required
- Welding and metal fabricating skills an asset
- Excellent customer service, communication and interpersonal skills
- Maintain a positive public image working with or in view of the general public
- Provide a satisfactory Criminal Records Check or Vulnerable Sector Check

PREPARED BY: Doug Payne Human Resources Manager

APPROVED BY: Greg McClinchey Chief Administrative Officer

UPDATED: November 2018

SUPERSEDES DATE: January 2018