



JOB DESCRIPTION

Position: Environmental Services Student (Unionized)
Division: Environmental Services
Department: Engineering & Public Works
Reports to: Manager of Environmental Services

Position Summary:

Under the general supervision of the Manager of Environmental Services, and the technical direction and guidance of the Water and Wastewater Forepersons, the Environmental Services Student will assist with the maintenance of Water and Wastewater facilities and linear infrastructure.

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:

- General facility maintenance and janitorial duties including cleaning, painting and repairs
- Yard maintenance including grass cutting, trimming, fence repairs and litter pick up
- Water system flushing, meters, valves and hydrants maintenance and hydrant painting
- Sewer system flushing, pump station cleaning, inspection, painting and repairs
- Reporting and records keeping, data entry and data analysis
- Public and worker safety through due diligence, safe equipment operation and applying safe work methods and procedures
- Maintain a positive public image working with or in view of the general public
- Actively participate in the staff meetings, training and planning discussions
- Ability to work individually and as a member of the team
- Other related duties as may be assigned from time to time



Qualifications:

- ❑ Minimum Ontario Secondary School Diploma
- ❑ Currently enrolled in Post-Secondary program (Engineering, Construction or Environmental Science preferred)
- ❑ Water and/or Wastewater Operator in Training (OIT) License (preferred)
- ❑ Previous applicable knowledge and/or experience (desirable)
- ❑ Must be competent within the meaning of the Occupational Health and Safety Act
- ❑ Valid class “G” Ontario’s Driver’s Licence
- ❑ Knowledge of preventative maintenance principles for operation of Water and Wastewater facilities (preferred)
- ❑ Excellent customer service, communication and interpersonal skills
- ❑ Ability to use computers and related software
- ❑ First Aid and CPR an asset
- ❑ Must be able to work outdoors in all weather conditions
- ❑ Provide a satisfactory Criminal Records Check prior to starting employment

PREPARED BY: William Versloot Human Resources Generalist

APPROVED BY: Greg McClinchey Chief Administrative Officer

UPDATED: February 2019 **SUPERSEDES DATE:** April 2018