



Public Works Labourer – Temporary Full-Time Job Description

Title

Transportation and Environment (Public Works) Labourer – Summer Student – Temporary Full Time

Summary

Kindersley is a progressive, innovative, socially and economically vibrant community in west central Saskatchewan. Situated in the heart of a successful oil-producing and agricultural area, Kindersley is the hub centre for services, recreational and cultural opportunities in the region.

The Town of Kindersley municipal government office includes the Departments of Corporate Services; Community Services; Engineering, Planning, and Development; and Transportation and Environment, and employs a hard-working team of passionate and community-minded employees striving to make Kindersley the best place to live.

The Public Works Labourer is an in-scope (unionized) position whose duties are primarily related to maintenance of the transportation and water distribution networks.

Core Competencies

- Customer Focus
- Communication
- Energetic
- Stress Tolerance
- Teamwork
- Quality Orientation
- Decision Making and Judgement
- Planning and Organizing
- Problem Solving
- Accountability and Dependability
- Operating Equipment
- Ethics and Integrity

Requirements

- High School Diploma or G.E.D required
- Must possess a valid Driver's license
- Effective verbal and listening communications skills
- Time management skills
- Respect diversity - treat others with respect
- Ability to take and follow instruction
- Avoid unnecessary conflict
- Professional and courteous demeanour when dealing with the public
- Effectiveness in safety and productivity
- Safety equipment will be required, e.g. steel-toed safety boots, safety glasses/goggles, etc.
- Commitment to working in a team environment, with established team building abilities
- Ability to lift heavy objects, walk and stand for long periods of time and perform strenuous physical labor under adverse field conditions
- The following skills are preferred but not necessary:
 - Ability to operate equipment in a safe and responsible manner
 - Knowledge of appropriate materials, methods, and the tools required in various Public Works processes
 - Strong working mechanical knowledge of machines and tools, including their uses, repair, and maintenance.
 - Ability to readily determine the correct tools and equipment needed to do a job.
 - Ability to work independently and complete daily activities according to work schedule



- Knowledge of workplace safety and safe lifting and handling procedures
- First Aid and CPR
- Experience as mechanic or operator of all types of Town-owned small and heavy equipment

Duties & Responsibilities

- Work safely at all times by adhering to safe work practices as provided by the Town of Kindersley
- Assist with new employee mentoring by positively reinforcing successful performance and giving respectful and encouraging coaching as needed
- Ensure high standards of workmanship and efficiency
- Painting street lines, hydrants, and curbs
- Manual labour, mostly outdoors
- Abide by all Applicable Laws, Rules and Regulations
- Assisting with day to day functions of the department including but not limited to:
 - Street Maintenance, including but not limited to gravelling, grading, patching, crack sealing, line marking, oiling, snow removal, sanding, sweeping streets and de-icing walks
 - Traffic Control, including but not limited to, the maintenance of street signs, traffic control signs and traffic signals
 - Drainage, including but not limited to, clearing debris and blockages from catch basins, and removing weeds and debris from ditches
 - Mosquito Control
 - Maintain sewage lagoon, pump house and lift stations in the sewage system
 - Maintain curb stops, valves and fire hydrants in co-operation with Fire Department and Water Treatment Plant
 - Sidewalk repairs
 - Parking lot and town yard maintenance
- Perform other duties as assigned

Work Conditions

- Position is physically strenuous.
- Use of Personal Protection Equipment will be required (e.g. hard-hat, safety boots, etc.)
- Regularly works near moving mechanical parts and in outside conditions that include inclement weather, heat and humidity, and exposure to dust and asphalt.
- Work at high elevations and in confined spaces.
- Performance of repetitive tasks.
- Interacts with employees, management and the public at large.
- Job requires ability to work with tools, lumber and materials.
- Must be physically capable of performing a wide variety of physical tasks including walking, running, sitting, lifting, crouching, kneeling and jumping for extended periods of time.
- Must be able to lift, push, pull or carry objects, use abdominal and lower back muscles to provide support over time without fatigue and to effectively throw an object.
- Requires good manual dexterity (hand, hand with arm, two hands) and multi-limb coordination.
- Noise level may be loud occasionally
- Must be able to quickly move arms and legs.
- Excellent stamina is required.
- Hazards associated with the construction industry.
- Usual work hours are Monday to Friday from 8 am to 5 pm with an hour lunch break. Overtime may be required and/or working for extended hours. Should be available for work 7 days a week as required.