

MAINTENANCE WORKER I
Street Operations- Roads Section

DEFINITION

This is heavy manual work of some complexity requiring skills and abilities in a wide variety of road maintenance and construction activities. A person in this class assists in the completion of assigned duties which require some special training or experience. Work is usually assigned by a Maintenance Worker II, but an employee of this class exercises some independent judgement, particularly in specialized work such as paving, ditching and roadside maintenance. The Maintenance Worker I may direct the work of labourers as required.

ILLUSTRATIVE DUTIES AND RESPONSIBILITIES:

- Assists in lay-out to control the excavation for and preparation of sub-grade for road construction and widening, curb/gutter, sidewalk and catch basin installation and fine grading gravel road base for asphalt paving.
- May operate and perform daily maintenance on specialized equipment such as the asphalt hot box and small construction pavement rollers, weed eaters/hedge trimmers, blowers and other relevant equipment.
- Roll hot asphalt to obtain maximum compaction and uniform surface.
- Place and screed hot asphalt to a uniform surface.
- Performs ditching, pothole patching, gravel shouldering, road markings and other roadside maintenance activities
- May direct the work of labourers performing road construction and maintenance activities.
- Perform other related duties as required within the Street Operations Section.

KNOWLEDGE, SKILLS AND ABILITIES ON THE JOB:

- Working knowledge of the methods, techniques, materials, tools and equipment used in road maintenance and construction.
- Working knowledge of the functions and established procedures governing the work of the Roads Section.
- Skill in the use of a variety of tools used in maintenance and construction work.
- Ability to oversee and/or train others in the work as required.
- Ability to read and interpret plans, blueprints and grade stakes.
- Ability to communicate effectively in writing.
- Working knowledge of the rules and precautions necessary to avoid accidents in and around municipal facilities and equipment.

- Ability to perform a variety of semi-skilled manual tasks requiring the use of some independent judgement.
- Ability to maintain records and compile statistical information.
- Demonstrates Saanich Core Competencies as they relate to this position (see all behaviour statements):
 - Adaptability - willingness to be flexible in a changing work environment
 - Relationship Building - establishes and maintains respectful and cooperative working relationships.
 - Effective Communications - communicates effectively with others.
 - Problem Solving - recognizes and acts to resolve problems.
 - Customer Focus - provides excellent service to both internal and external customers.

REQUIREMENTS:

- Completion of Grade 11 or equivalent
- Possession of a valid Class 5 BC Driver's Licence.
- Minimum of six months experience in Roads Construction and/or Maintenance
- Possession of a valid Traffic Control Certificate
- Possession of or ability to obtain Municipal Pavement Maintenance Certification or equivalent.
- Sufficient physical strength, stamina and coordination to permit performance of heavy manual work in all types of weather.

STANDARDS:

- Support and uphold the established policies and objectives of the Municipality and the Division in all areas of activity.
- Will not release or discuss non-routine municipal or departmental business without prior authorization.
- Adhere to all established municipal and departmental rules and regulations.
- Maintain the performance levels set by the Division in the execution of all duties and responsibilities.
- Maintain a cooperative working relationship with employees, management, Council and the public.
- Maintain regular communication with the supervisors, keeping them fully informed of all non-routine, urgent and/or controversial matters.
- Shall not receive or solicit a subscription, gratuity, or fee for or in conjunction with any service or presumed service performed by him/her as an employee.
- Uphold the Municipal Safety Policy; promote, monitor and ensure compliance with the Workers' Compensation Board Regulations within the workplace.