

Job Information

Job title	Assistant Operations Worker	Job Code: AOPWRK	Pay Grade: D
Title of immediate supervisor	Supervisor- Public Works		
Department/Division	Engineering / Public Works		
Prepared by	G. Smith		
Date Created	October 5, 2020	Revised date	
Dept Head Signature	H. Machielse	Date	Jan 8, 2021

Job Purpose

Performs manual work requiring skills and abilities in a wide variety of road maintenance, construction and signs/markings activities. Assists in the completion of assigned duties which require some special training or experience.

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, landscaping and fine grading gravel road base for asphalt paving, road markings and electrical conduits.
- Operates and performs daily maintenance on specialized equipment such as the asphalt hot box, walk behind cut saw, rollers, weed eaters/hedge trimmers, blowers, power washer, paint machine, and other relevant equipment.
- Rolls hot asphalt to obtain maximum compaction and uniform surface.
- Places and screeds hot asphalt to a uniform surface.
- Assists with the forming, mixing and placing of concrete for multiple applications.
- Assists with signs and road marking activities (layout, paint curbs, apply decaling to substrate surfaces, etc.)
- Performs pothole patching, gravel shouldering, road markings and other roadside maintenance activities.
- Assists with response to various storm events as they arise, such as; snow and ice control, flooding and wind storms.
- Performs graffiti removal and cleaning of above ground infrastructure.
- Performs flagging duties.
- Follows all applicable safe work practises, policies and procedures.
- Performs other related duties as required.

Qualifications

- Grade 12 or equivalent
- Six months experience in civil works related to road construction, maintenance and signs/markings
- Traffic Control Person Certificate
- Occupational First Aid Level 1 Certification
- Annual renewal of Drivers' Abstract.
- An equivalent combination of education and experience may be considered.
- Valid Class 5 BC Driver's Licence with Air Brakes Endorsement.

Physical Requirements

Sufficient health, physical conditioning, strength, stamina and coordination to permit performance of work.

Working Conditions

Works outside in all types of weather.