

Job Information

Job title	Operations Worker III		Job Code: OPWRK3	Pay Grade: K
Title of immediate supervisor	Supervisor- Public Works			
Department/Division	Engineering / Public Works			
Prepared by	G. Smith			
Date Created	December 4, 2020	Revised date		
Dept. Head Signature	H. Machielse	Date	Jan 8, 2021	

Job Purpose

Performs technical and manual work involving the supervision/leadership of a crew of skilled and semi-skilled workers, and equipment operators when required, and performing routine maintenance activities and other related duties. Deals with problems in the field. Responds to emergency and storm events as they arise.

Duties and Responsibilities

- Plans, assigns, supervises and assists in the work of employees engaged in routine maintenance and repair of municipal street infrastructure.
- Operates and performs daily maintenance on specialized equipment such as the asphalt hot box, rollers, crack sealing kettle, single axle or tandems, paving machine, paint solvent distiller, other paint & road marking related equipment and other relevant equipment
- Determines grades from existing infrastructure and cut/fill using appropriate methods.
- Ensures the safety of work crews and the public by ensuring all appropriate municipal and WorkSafeBC safety regulations are being followed.
- Reviews, provides comments and interprets plans.
- Coordinates and ensures all advanced utility calls are made prior to maintenance activities taking place.
- Performs routine layout, application of road markings and installation of signs.
- Performs specialized work during storm events, such as snow plowing, salting/sanding/brining public roadways, making brine and other related activities.
- Requisitions resources and oversees equipment required for jobs undertaken.
- Creates traffic control plans.
- Maintains records, such as; safety tailgates, site inspections, time sheets, daily production logs and traffic control plans.
- Oversees equipment maintenance.
- Responds to/investigates complaints from the public and initiates corrective action.
- Follows all applicable safe work practises, policies and procedures.
- Responds to various weather related events as they arise, such as; snow and ice control, flooding and wind storms.
- Performs other related duties as required.

Qualifications

- Grade 12 or equivalent.
- Valid Class 3 BC Driver's Licence with air brake endorsement.
- Three years of experience directly related to road maintenance, construction or signs/durable markings work.
- Introductory supervisory skills training or one year of experience directing the work of others.
- Pavement Maintenance Certification or equivalent.
- Certification in Snow and Ice Control.
- Transportation of Dangerous Goods Certificate (TDG paint only)

- Annual renewal of Drivers' Abstract.
- Traffic Control Person Certificate.
- Occupational First Aid Level 1 Certificate.
- An equivalent combination of education and experience may be considered.

Physical Requirements

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

Working Conditions

Works primarily outside in all types of weather with some infrequent indoor work.