



JOB DESCRIPTION

Equipment Operator

Department	Operations	Reports To	Public Works Manager
Directly Supervises	N/A		
Indirectly Supervises	N/A		
Union	CUPE 2403		

POSITION SUMMARY:

The Equipment Operator is responsible for operating and maintaining various types of heavy equipment used in municipal public works projects and maintenance of municipal infrastructure. This includes but is not limited to the operation of loaders, backhoes, graders, and other machinery to support the maintenance and construction of roads, parks, and other public infrastructure. Please note that this position also requires manual, physical labour.

KEY DUTIES PERFORMED:

1. Operate heavy equipment, such as loaders, backhoes, graders, and other machinery, to perform tasks related to road maintenance and construction, underground utility maintenance and construction, and other public works projects and programs, including:
 - Valve checks and maintenance
 - Hydrant maintenance
 - Pothole repairs
 - Pavement sealing
 - Landscape repairs
 - Road sign installation and maintenance
 - Steaming frozen drainage infrastructure
 - Underground utility repair and maintenance
2. Conduct pre-operational checks and routine maintenance on equipment to ensure safe and efficient operation.
3. Follow project plans, blueprints, and instructions to complete tasks accurately and efficiently.
4. Collaborate with the Public Works team to prioritize and coordinate equipment use for various projects.
5. Adheres to inspection procedures for signs of wear and malfunction, to ensure equipment within the scope of responsibility is serviceable, safe and in good repair and to assist mechanics in repair situations.
6. Report equipment malfunctions and maintenance needs to the supervisor.
7. Operates the city equipment in a safe and efficient manner.
8. Assists or performs the duties of Labourers as required.
9. Responsible for maintaining legal licensing requirements, maintaining records in equipment maintenance books as well as to record fuel and lubricant consumption and any other reports relating to work performed.
10. Adhere to safety guidelines and protocols, ensuring a safe working environment.

11. Other duties as requested by the Supervisor.

REQUIRED KNOWLEDGE, ABILITIES & SKILLS:

The position involves prolonged periods of sitting, standing, and operating heavy equipment. Candidates should be physically fit and able to perform manual labor associated with the role.

1. A valid Class 3 Driver's License with air brake endorsement.
2. Ability to work independently in a busy environment.
3. Experience with routine maintenance operations.
4. Understands basic electrical and mechanical processes and recognizes problems related to the operation of the equipment.
5. Certification or training in heavy equipment operation.
6. Proven experience operating loaders, backhoes, graders, and related equipment, preferably in a municipal setting.
7. Knowledge of safety practices related to heavy equipment operation.
8. Ability to read and interpret project plans and specifications.
9. Physical fitness and ability to perform manual labor associated with the role.
10. Strong communication and teamwork skills.
11. Ability to work independently and as part of a team.
12. Willingness to participate in all future training opportunities.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS:

1. Experience with underground utilities installation, repair, and maintenance.

HEALTH AND SAFETY RESPONSIBILITIES:

All employees of the City of Dawson Creek are responsible for helping to maintain a safe and healthy workplace. In this role, you are expected to:

- Take reasonable care to protect your own health and safety and the health and safety of others.
- Follow all Occupational Health & Safety (OHS) policies, procedures, regulations, and instructions.
- Perform your work according to established safe work practices.
- Use and wear required personal protective equipment (PPE) and safety devices.
- Avoid unsafe behaviour that could put yourself or others at risk and ensure you are fit for work and not impaired.
- Report to your supervisor any unsafe conditions, hazards, damaged or missing safety equipment, or violations of safety rules.
- Cooperate with workplace safety committees, safety representatives, and WorkSafeBC Officers as required.

NOTE: The duties listed are not set forth for the purpose of limiting the assignment of work and are not to be construed as a complete list of the duties normally to be performed under a job title or those duties temporarily performed outside the normal line of work.