



The wild's calling...dare to answer!

We're on the prowl for adventurous spirits to add to our herd!

Permanent, Full-time Public Works Labourer

Public Works Department

Wage: Step 1 probationary: \$33.26/hour, Step 2 permanent: \$36.32/hour

Take pride in a safe den with no hidden dangers? To equipment, do you consider yourself "the doctor", able to cleverly overcome any obstacle you face? Adaptable to your surroundings? If you're comfortable with heavy labour in all terrains and conditions—water, sewer, ice or snow—we want you in our Public Works herd.

Minimum Requirements:

- High school diploma or equivalent
- Valid B.C. Driver's Licence, minimum class 5
- Valid First Aid
- Valid WHMIS Certificate
- Minimum two years of heavy labour experience
- Air Brakes Endorsement considered an asset

Submit your cover letter and resume (*including proof of required certifications*) by
April 15, 2024 at 4 p.m. local time to:

District of Elkford
Attn.: Director of Corporate Services
744 Fording Drive
P.O Box 340, Elkford, B.C. V0B 1H0
Email: careers@elkford.ca · **Fax:** 250.865.4001



**DISTRICT OF ELKFORD
EMPLOYEE POSITION DESCRIPTION**

Position Name: Labourer/Facilities Attendant **Date of Revision:** March 22, 2013

Classification: CUPE, Schedule A **Date of Last revision:** August 16, 2012
Labourer

Weekly hours: Up to 8 hours per day and 40 hours per week

Schedule of hours: As per collective agreement and as scheduled

Approval:

Chief Administrative Officer

Supervisor

Nature of Work:

Under the general direction of the Superintendent, Public Works or the Director, Leisure Services and the daily direction and supervision of the Operations Supervisor or alternate, the position performs a variety of general and specific labourer duties within the Public Works Department and/or the Leisure Services Department requiring physical effort and agility in the performance of semi-skilled tasks.

Duties and Responsibilities include:

- Emptying and cleaning garbage cans and collecting garbage;
- Cleaning shops, yards and buildings;
- Assisting in the maintenance of garden areas, parks and trail systems;
- Shovelling snow; mowing grass;
- Cleaning and carrying out minor repairs and painting to equipment, buildings, machines and infrastructure as necessary;
- Ensuring equipment, property, buildings, and vehicles are kept secure;
- Sets up tables, chairs and other furniture and equipment for events and activities as required;
- Duties in the maintenance of municipal infrastructure;
- Duties in the maintenance, operation and assisting in the repair of equipment;
- Basic water and sewer systems' operation;
- Assistance in the enforcement of rules and regulations;
- Other duties as assigned from time to time.

Qualifications and Experience:

- Grade 12 Diploma or equivalent;
- Valid BC Driver's License, minimum Class 5;
- Valid basic first aid certification (preferably OFA Level 1 or equivalent);
- WHMIS Certificate and familiar with Workers' Compensation Board (WCB) safety procedures;
- Have or be willing to obtain any necessary certifications such as tickets for the Environmental Operators Certificate Program, BC Safety Awareness Refrigeration Ticket etc.;
- Ability to exercise courtesy and tact when dealing with both the public and staff;
- Ability to maintain confidentiality;
- Physically fit and able to perform job duties;
- 2 years heavy labour experience required.

Applicants without full qualifications or experience may be considered. The successful candidate may be required to provide a satisfactory Driver's Abstract and a Criminal Record Check.