



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

We're on the prowl for an adventurous spirit to add to our herd:

Operator 1 - Permanent, Full-time (CUPE position, Public Works Department)

Step 1 probationary wage: \$38.74/hour, Step 2 permanent wage: \$39.56/hour

Are you a hands-on Jack/Jill of all trades in maintenance and equipment operation? Do you easily navigate the tunnels and roadways of the animal kingdom, fearless of the snow, rain and sleet? If safety is your middle name, and you don't mind when elk and deer stare at you while you work, then the District of Elkford is looking for you!

Minimum Requirements (Full Position Description Attached):

- Valid driver's licence, minimum class 5
- Grade 12 diploma or equivalent
 - Valid first aid certificate
 - WHMIS certificate
- 2 years heavy labour experience

Submit your cover letter and resume by July 23, 2024 at 4 p.m. local time to:

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

We thank all interested individuals for their applications for this position; however, only those selected for an interview will be contacted.



**DISTRICT OF ELKFORD
EMPLOYEE POSITION DESCRIPTION**

Position Name: Operator 1 **Date of Revision:** March 20, 2017

Classification: CUPE, Schedule A **Date Created:** May 6, 2011
Weekly hours: As per CUPE Agreement
Department: Public Works

Approval:

Chief Administrative Officer

Supervisor

Nature of Work:

Under the general direction of the Superintendent, Public Works and the daily direction and supervision of the Public Works Operations Supervisor or alternate, the position performs a variety of general and specific duties in the operation and servicing of light and heavy trucks, and operates single and multiple function equipment mounted on truck chassis. Exercises some judgment and initiative.

Duties and Responsibilities include:

- a) all duties as outlined for a Labourer;
- b) operation of light and heavy trucks, garbage trucks, light equipment and other related equipment;
- c) performs minor repairs, greasing, oiling, minor servicing of the equipment involved;
- d) making secure equipment, property, buildings and vehicles;
- e) water and sewer systems' operations – chlorine handling and small water systems;
- f) other related duties as may be assigned from time to time.

Qualifications and Experience:

- a) Valid BC Driver's License, minimum Class 5 with air brakes endorsement;
- b) Experience as a Labourer with the District, or equivalent experienced working knowledge;
- c) Possess or be prepared to begin training in the Environmental Operators' Certificate Program;
- d) Physically fit.

Labourer

Duties and Responsibilities include:

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

Qualifications and Experience:

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