



JOB POSTING - UNIONIZED POSITION

POSITION TITLE: Heavy Equipment Operator - Grader Operator
Permanent Position

REPORTS TO: Transportation Supervisor

SUBORDINATE POSITIONS: None

Position Summary

This unionized position has regular shop hours however there may be hours of work that vary from season to season. Evenings and weekend work outside of normal operating hours may be required.

Reporting directly to the Transportation Supervisor, the Heavy Equipment Operator - Grader Operator is responsible to operate Municipal equipment in a safe and effective manner to ensure the roadways are accessible, safe, and in good operating condition.

The incumbent works independently driving heavy equipment to maintain road and transportation systems and must have a broad working knowledge in all applicable areas. Various Provincial, Federal, and Municipal legislation, regulations and policies must be adhered to.

Duties and Responsibilities

Under the supervision of the Transportation Manager, the duties and responsibilities of the Heavy Equipment Operator – Grader Operator include, but are not limited to, the following:

Operating a Grader

- Maintain roads and transportation systems to ensure safe roadways within the county
- Emphasis is on operating a grader. Incumbent may be required to operate other heavy equipment as required
- Operate all equipment in a safe and efficient way according to all relevant legislation, policies, and procedures
- Be able to identify hazards on site
- Must be willing and able to learn general construction practices involving road maintenance
- Perform daily safety and maintenance checks
- Clean equipment as scheduled and/or required
- Ensure equipment is safely and securely stored
- Advise Supervisor of any requirements for maintenance or repairs
- Perform duties to a high degree of quality, timeliness, and precision
- Undertake other duties as may be assigned by the Transportation Supervisor
- Comply with the Freedom of Information and Privacy Act

Administration

- Record keeping
- Documentation and paperwork with regards to standard operating procedures and shop rules

Other Duties

- Ensure that Westlock County's Health and Safety Program as well as Occupational Health and Safety's standards are followed
- Promotes a safe work environment ensuring compliance with all government regulations, and Health & Safety policies and practices. Participation on the County's Joint Health and Safety Committee as required
- This position may be called to perform duties as required by the Director of Emergency Management during a State of Local Emergency
- Performs other duties as required by the CAO, Director, Manager or Supervisor

Note: The above statements are intended to describe the general nature and level of work being performed by the incumbent of this position. They are not intended to be an exhaustive list of all responsibilities and activities required of this position. All personnel may be required to perform duties outside of their normal responsibilities from time to time as needed.

Minimum Requirements

Education

- High School Diploma

Knowledge

- Health and Safety and safe work practices
- Standard operating procedures
- Must have thorough knowledge of the safe operation of a motor grader
- Knowledge of the safe operation of heavy equipment such as gravel trucks, snowplow, sanding trucks and loaders
- Understanding of Westlock County policies and procedures is an asset
- Understanding of provincial regulations and policies is an asset
- 2+ years' experience is considered an asset

Other

- Must possess a valid Class 5 drivers' license with an acceptable drivers' abstract

Skills & Experience

To be successful, the Grader Operator will possess:

- Precision operation of a motor grader and operation of other heavy equipment
- Effective verbal and listening communication skills and strong inter-personal skills
- Ability to work in a team environment and independently

- Self-motivated and able to work with minimal supervision
- Excellent judgement, trouble shooting and problem-solving skills
- Record keeping skills
- Ability to interpret, implement and adhere to organizational policies and procedures

Working Conditions

- Physical demands exerting varying levels of effort and mental demands to maintain concentration and operate equipment with precision
- Working alone operating a grader and other heavy equipment as required
- Working alongside other traffic which can vary greatly from light to heavy
- Regular shop hours however there may be hours of work that vary from season to season. Evenings and weekend work outside of normal operating hours may be required
- Must be able to sit for long periods of time operating, while maintaining alertness for safe operation of heavy equipment
- Required to spend long hours concentrating which will require high attention to detail
- Exposure to various weather and road conditions, periods of inclement weather with extreme cold or heat causing wet roads, icy roads, and uneven surfaces with possibility of large accumulations of water, ice, and snow
- Possible exposure to wildlife
- Frequent interaction with other vehicles and traffic
- Working on various types of roadways including pavement, asphalt, and gravel with sharp shoulders, steep ditches, culverts, and ditches containing water

HOURS OF WORK: Hours are regular shop hours and additional hours depending on operational requirements. Overtime including weekends and holidays is required.

COMPENSATION: This is a Union position therefore wages and benefits are as per Appendix I of the current Collective Agreement.

CLOSING DATE: 4:00 p.m. on July 5, 2022

SUBMIT RESUMES TO: Westlock County
c/o Human Resources
10336 106 Street
Westlock, AB T7P 2G1
hr@westlockcounty.com

Westlock County is proud to be an equal opportunity employer that is committed to diversity and inclusion in the workplace.