

## Job Information

Job title	<b>Operations Worker I</b>		Job Code: OPWRK1	Pay Grade: F
Title of immediate supervisor	Supervisor- Public Works			
Department/Division	Engineering / Public Works			
Prepared by	G. Smith			
Date Created	October 5, 2020	Revised date		

## Job Purpose

Performs manual work requiring skills and abilities in a wide variety of civil works related to above ground assets in road construction, maintenance and signs/markings functions. Installation/maintenance of municipal signage and related assets, assists with fabrication of signs and various graphic applications. Installs and maintains road markings and assists certified trades with works and services.

## Duties and Responsibilities

- Assists with forms, places, mixes and assists with concrete work for multiple applications.
- Installs and maintains all signage/road markings as required by the Municipality.
- Assists Certified Trades building forms, manholes, above and underground structures and installation of electrical conduit.
- Assists or works independently in manufacturing of various signs as required by the Municipality.
- Assists with placement of asphalt.
- Assists or works independently in the application of various graphics or wraps on municipal assets (such as; municipal vehicles and traffic signal cabinets).
- Assists with project estimates.
- Performs a variety of tasks relative to paving stones, masonry, concrete, minor pipe fitting, painting, structures and sign installations.
- Assists with response to various storm events as they arise, such as; snow and ice control, flooding and wind storms.
- Performs flagging duties
- Follows all applicable safe work practises, policies and procedures.
- Performs other related duties as required.

## Qualifications

- Grade 12 education, or equivalent.
- One year experience in civil works related to Signs/Markings, road Maintenance/Construction activities.
- Occupational First Aid Level I Certification.
- Traffic Control Person Certificate.
- Annual renewal of Drivers' Abstract.
- An equivalent combination of education and experience may be considered.
- Valid Class 5 BC Driver's Licence with Air Brakes Endorsement.

## 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.