Job Posting

Equipment Operator (Parrsboro)

The Equipment Operator position is responsible for driving and operating mobile equipment used in the performance of all municipal transportation related activities, including snow removal and materials handling, and assist with repairs and maintenance of water treatment and distribution and wastewater collection facilities, acts as labourer, as well as well as other tasks that address the needs of citizens in the delivery of public services.

Please visit our website at www.cumberlandcounty.ns.ca for a detailed position description and pay scale.

The position competition closes Wednesday, September 20, 2023, at 2:00 pm.

Please forward your resumes to:

Municipality of the County of Cumberland
Kellie Seaman, Human Resources Generalist
1395 Blair Lake Rd
Upper Nappan NS B4H 3Y4

kseaman@cumberlandcounty.ns.ca

*Clearly mark your resume "Equipment Operator (Parrsboro)"

MUNICIPALITY OF THE COUNTY OF CUMBERLAND
Position Description

Equipment Operator

Engineering & Operations Department
(Parrsboro)

Overview

The Equipment Operator position plays an integral role in providing essential services for residents and businesses to ensure the ongoing operation and longevity of municipally owned/operated infrastructure and plays a key role in ensuring team and organizational project, services and objectives are met.

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This position reports to the Parrsboro Operations Supervisor

Behavioural Competencies

Behavioural competencies are how we behave, act, and think in the workplace. They are attained through formal and informal education and training, life and work experiences, and in our relationships. The core competencies required by this position include:

Achievement	Analytical Thinking	Customer Service
Teamwork	Communication	

Outcomes and Key Responsibility

Health and safety – acts with others inside and outside the team to implement and act in accord with effective health and safety plans

- Uses the work plan and the business processes and systems to ensure team and public safety, including that of contractors and partners of the Municipality;
- The supervisor or delegate creates a plan for site and project work as well as the regular duties of the team, to ensure protection of health, and the staff assist the foreman in the development and activation and ongoing development of the plan;
- Uses appropriate and favourable employee and work practices and implements and monitors compliance associated with departmental occupational health and safety program;
- Working with the Operations Supervisor, ensures site risk management and all work is conducted in a cost-effective manner and in the best interest of the Municipality; and
- Selects and uses tools and equipment that meets the safety, cost, effectiveness, and operational needs suitable for the work undertaken by the team.

Technical services and customer responsibility – As part of the departmental team, apply and develop the skills necessary to discharge the technical assignments of the team in a cost efficient and effective manner that meets the technical and customer services standards of the Municipality

- Drive and operate mobile equipment including trucks, backhoes, loaders, and graders to excavate, move, load and grade earth, rock, gravel, snow, ice, or other materials to provide repairs and maintenance that address the needs of citizens in the delivery of public works, including water and sewer;
- Vehicle and equipment operational checks and minor maintenance are performed in a consistent manner and according to internal departmental and other standards;
- Conduct pre-operational checks on equipment and clean, lubricate and refill equipment and provide minor maintenance on equipment;

- Make recommendations and execute facility improvements, maintenance, preventative maintenance, and upgrades to facilities as well as any related equipment;

- Act as a labourer at street, sidewalk, water treatment and distribution and wastewater collection and treatment jobsites, and other public works jobsites;

- Perform traffic control;

- Perform work outside regular working hours and during inclement weather conditions to provide repairs and maintenance to services in response to emergency situations including alarms during off hours and/or non-scheduled workdays; and

- Perform other reasonably related duties as assigned.

Community Projects and Beautification

- Parks and trails;

- Outdoor venues such as parks and the tennis court;

- Public garbage containers are placed and kept clean;

- Grounds maintenance and mowing of the public areas; and

- Ditching and culverts

Reporting and Data – keeps, applies and records data that support team and corporate effective decision making

- Prepares and maintains all information, data, and forms as well as reports necessary to maintain all department and organizational functions as required;

- All driver logs, daily logbooks and other reports are completed as required;

- Maintains and updates operation manuals as well as documenting new installation and upgrades;

Qualifications

Grade XII

Must possess a valid Nova Scotia Class 3 Driver's Licence with Air Brake designation (or prepared to obtain)

WHIMS, First Aid, Traffic Control Person, Fire Extinguisher use, Defensive Driving, Excavation Safety, Fall Restraint, Temporary Workplace Signer, Workplace Inspections, Due Diligence, Lockout and Confined Space and Advanced Incident Investigation certification required (or willing to obtain within 12 months or as training available)

Terms and Conditions of Employment

The Municipality has an approved salary scale for this position. Placement and incremental increases on this scale are based on qualifications, experience and demonstrated ability to perform the responsibilities of this position.

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
$44,720	$46,410	$48,100	$49,790	$51,480	$53,170

The Municipality's *Personnel Policy* should be referred to for additional information regarding conditions of employment.