Job Posting

Driver (Springhill)

Drivers are responsible for operating various types of vehicles and equipment used to carry out the functions of the Department. These functions include snow removal and materials handling, repairs and maintenance of water treatment and distribution, and make recommendations for and perform facility improvements, maintenance, and preventative maintenance. Drivers must be available for on-call work and be willing to work in a range of weather conditions.

*The terms of the Canadian Union of Public Employees Local 919 collective agreement will apply to this position posting. Applications from this Bargaining Unit will be given preference. Should there not be any qualified candidates from the Bargaining Unit, other applicants will be considered.

Please see below position description for more details and hourly rate.

Deadline for resumes is Friday, August 8, 2025, at 1:00 pm.

Please forward your cover letter and resume to:

Municipality of the County of Cumberland
Kellie Seaman, Human Resources Generalist

kseaman@cumberlandcounty.ns.ca

*Clearly mark your resume “Driver - Springhill”

Department of Public Works: Driver

Job Title
Driver

About the Role

Drivers are responsible for operating various types of vehicles and equipment used to carry out functions of the Department. These functions include snow removal and materials handling, repairs and maintenance of water treatment and distribution, and repairs and maintenance wastewater collection facilities. Drivers must be available for on-call work and be willing to work in a range of weather conditions.

This is a unionized position with the Canadian Union of Public Employees ("CUPE"), Local 919.

Drivers report to the PW Central Superintendent.

Responsibilities and Duties

a. 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, sewer infrastructure, and water utilities
b. Transport equipment, materials, and personnel to and from job sites.
c. Provide labour assistance at public works jobsites.
d. Perform duties according to operation manuals, work plans, Municipal policies and established practices.
e. Communicate with the PW Central Superintendent and team members to coordinate schedules and ensure timely completion of tasks.
f. Follow schedules for daily operations and be prepared to undertake emergency and unscheduled tasks.
g. Be available to work in emergency or unforeseen circumstances.
h. Make recommendations for and perform facility improvements, maintenance, and preventative maintenance.
i. Complete daily driver logs and reports as required.
j. Conduct pre-operational checks on equipment and vehicles.
k. Perform work in a cost-effective manner and within budget constraints.
l. Prepare and maintain all information, data, forms and reports necessary to support the functions of the Department.
m. Perform minor maintenance on vehicles and equipment according to Department standards.
n. Ensure Municipal standards of equipment operation meet or exceed, design and regulatory requirements.
o. Consult with the PW Central Superintendent regarding materials and equipment required to complete projects.
p. Perform duties in accordance with all Provincial, federal and Municipal operational standards.

q. Ensure work is performed in compliance with applicable health and safety standards, including requirements from the *Occupational Health and Safety Ac*t and *Regulations*.
r. Inform the PW Central Superintendent of any driving infractions or accidents involving Municipal vehicles or equipment.
s. Obtain or maintain all required certifications.
t. Perform other duties as assigned or required, subject to the collective agreement.

Qualifications

a. Highschool diploma or an equivalent combination of education and experience.
b. A valid Class 3 driver's license with Air Brakes designation, or ability to obtain as soon as reasonably possible.
c. Current Driver Abstract report.
d. Satisfactory criminal record check.
e. Occupational Health and Safety courses in WHMIS first aid CPR, confined spaces, fall protection, Traffic Control and Temporary Workplace Signage, and other training and certification as required for assigned tasks.
f. Must be prepared to undertake a medical examination.
g. Demonstrated experience operating industrial vehicles or heavy machinery.
h. Strong problem solving and analytical skills.
i. Ability to stay alert and focused on tasks.
j. Ability to work flexible hours.

Salary, Benefits 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.

Hourly Rate: $29.75

This is a full-time position based in Springhill, NS.

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