



Competition No:	2023-01	Duration:	Permanent
Close Date:	January 27 th , 2023, at 4:00 pm	Probationary Rate:	\$21.86 <small>2018-2021 CBA</small>
Position Title:	Light Equipment Operator	Regular Rate:	\$23.01 <small>2018-2021 CBA</small>
Department:	Operations	Hours of Work:	40 hrs/week

Under the general supervisory direction of the Manager of Public Works, the **Light Equipment Operator** is responsible for operating all light equipment under their classification related to the operation and maintenance of municipal infrastructure works for the Corporation.

YOUR JOB DUTIES WILL INCLUDE:

1. Municipal Infrastructure Operation and Maintenance
 - Operate equipment for cleaning, maintenance, installation, repair, construction and snow removal of roads, streets, lanes, sidewalks, boulevards, and parking lots.

2. Equipment Operation and Maintenance
 - Operate competently a variety of light equipment as related to public works maintenance.
 - Perform pre-trip inspections, routine checks, minor servicing, cleaning, and basic maintenance of the equipment they are operating.
 - Inform the Director, Manager and/or Mechanic by filling out a vehicle/equipment work request form, an any required significant maintenance or safety problem of equipment or vehicles they are operating.

3. Perform other duties as assigned.

SPECIFICATIONS/QUALIFICATIONS

Education, Knowledge and Experience

Minimum Requirements shall include:

- Grade 12 Education
- Possession of a Valid Class 5 Manitoba Driver’s Licence
- Skid Steer Certification
- Confirmed skill in the operation of designated equipment including multi-purpose utility vehicle, front mount riding mower, skid steer, and relative attachments. Competency will be evaluated.
- Must be able to communicate clearly and concisely, both orally and in writing. This includes the ability to understand written and verbal instructions
- Ability to work independently, with a minimum of supervision

Desired Requirements

- Possession of a Valid Class 3 Manitoba Driver's Licence with air brake endorsement or air brake endorsement ticket
- One (1) year experience within a works and operations in a municipal corporation or similar vocation

COMMENTS:

This permanent unionized position is open to all applicants. Applications will be accepted until January 27th, 2023, at 4:00 p.m. Interested individuals are to specify position being applied for and attach their resume/application and cover letter listing how they meet the minimum qualifications/requirements of position. Interested individuals are to specify the position being applied for and attach their resume/application and cover letter listing how they meet the minimum qualifications/requirements of position. Resumes/applications are to be submitted to:

Human Resources, City of Selkirk, 200 Eaton Avenue, Selkirk, Manitoba R1A 0W6

FAX #: 1-204-482-5448

Email: jobs@cityofselkirk.com

The City of Selkirk is an equal opportunity employer, committed to providing an inclusive work environment. Applicants who require accommodation during the hiring process are encouraged to contact the City's Human Resources Division via the information provided in the Contact Information section of this posting.

Thank you to all who apply, however, only those candidates selected for an interview will be contacted.

NOTE: Employees will be required to adhere to the Vaccination Policy.

JOB DESCRIPTION

Position: Light Equipment Operator

Department: Operations

Division: Public Works

Reports To: Manager of Public Works

Position Summary:

Under the general supervisory direction of the Manager of Public Works, is responsible for operating all light equipment under their classification related to the operation and maintenance of municipal infrastructure works for the Corporation.

Core Competencies applicable to all jobs within the City of Selkirk	Competencies Specific to Position
<ul style="list-style-type: none"> • Citizen and Public Focus • Communication • City of Selkirk Consciousness • Teamwork and Ambassadorship • Integrity and Trust • Ethics and Values • Strategic Results Orientated • Decision Making and Judgment 	<ul style="list-style-type: none"> • Leadership • Teamwork • Priority management and initiative • Flexibility • Planning and organizing

JOB DUTIES

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SPECIFICATIONS/QUALIFICATIONS

1. **Minimum Requirements**

Education and Experience

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- Must be able to communicate clearly and concisely, both orally and in writing. This includes the ability to understand written and verbal instructions
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Desired Requirements

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2. Responsibilities

The incumbent shall be responsible to ensure their duties are carried out in an effective, efficient and safe manner in relation to themselves and fellow employees.

The incumbent shall be required, on occasion, to work on their own, with minimal direction.

The incumbent will be expected to continue to update their knowledge.

3. Comprehension and Judgement

The incumbent must possess an understanding of and work within the policies of the Corporation. The incumbent will exercise a reasonable degree of independent judgement in the course of carrying out the position's duties.

4. Safety and Health

Ensure work is performed in compliance with Manitoba Health and Safety Act and regulations and the City of Selkirk Safety Policies and Procedures.

Establish and maintain positive working relationships with employees at all levels of the organization, external contracts and the public, in accordance with the Respectful Workplace Policy.

Provide support services within the City of Selkirk Emergency Plan in the event of an emergency as required.

5. Working Conditions

This position will work 40 hours per week.

This position will require the incumbent to work shift work and/or overtime in the case of construction projects or emergency. This could entail working through rest periods, lunch breaks and before and after regular working hours.

This position will require moderate to extreme physical effort and will require working under adverse conditions in the course of carrying out duties.

Incumbent

Manager of Public Works

Date

Director of Operations

DATED: April 2, 2019