

CITY OF HAMILTON

THIS IS A DUAL POSITION, CONSISTING OF TWO SEPARATE JOB DESCRIPTIONS/POSITIONS, EACH WITH THEIR SEPARATE WAGE GRADES

PUBLIC WORKS DEPARTMENT

(OPERATIONS DIVISION – WASTE COLLECTIONS SECTION – LOCATION – CITY HALL DOWNTOWN COLLECTION OFFICE)

OPERATOR (WASTE) - CUPE 5167

SUMMARY OF DUTIES

Reports to Supervisors within the Waste Collection Section of the Environmental Services Division. Performs labouring duties and operates various pieces of equipment for the maintenance of City sidewalks and infrastructure associated with the Downtown Cleanliness Program as well as the Alleyway Cleanliness Program throughout the City.

GENERAL DUTIES

Operates and maintains various pieces of equipment such as sidewalk sweepers, mechanical litter collectors, pickup truck and trailer, mechanical sidewalk power washing equipment and associated implements relating to the Downtown Cleanliness Program as well as garbage packers, both rear packer and sideload type used for the collection of waste within alleyways throughout the City.

Performing labouring duties on a daily basis such as but not limited to: lifting, stooping, walking and handling of materials to assist in sidewalk/alleyway maintenance and waste collection services, graffiti removal, painting, etc.

Perform preventive maintenance on truck, drain air tanks, conduct daily pre and post trip inspections.

Report any mechanical problems

Unload collected waste at pre-determined disposal sites.

Manually pick up and load garbage, bulk, organic waste and/or leaf and yard waste, litter, etc.

Pick up spilled refuse that may have occurred while collecting waste.

Works outdoors through all weather conditions.

Assist collection truck driver to turn and back up truck by guiding and watching for traffic/pedestrians/obstructions.

Assist collection truck operator to unload packer truck when required at disposal site(s).

Clean and disinfect compactor truck as scheduled and or required, including truck cab.

Operates hand tools and power tools with competence; such tools would include, but not limited to: shovels, brooms, rakes, picks, weed eaters, compressor, drills, skill and chop saws, leaf blowers, electric grinders, hand and power painting equipment, etc.

Performs minor preventative maintenance on tools and equipment.

Completes daily activity logs and various reports, as required.

Works in accordance with the provisions of applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures related to Occupational Health and Safety.

Performs other duties as assigned which are directly related to the major responsibilities of the job including assisting Labourers and Waste Collection Operators when necessary.

QUALIFICATIONS

1. Previous operator experience and training related to duties listed above normally acquired by a combination of education and relevant work experience.
2. Effective verbal and listening skills, problem solving, team building and decision making skills.
3. Good client service and public interaction skills to deal with the public in a positive, courteous and respectful manner.
4. Must have excellent hand/eye coordination and have sufficient physical strength and ability to independently and repeatedly lift, move, pull, push bend, reach, grip, step, walk, drive, twist, climb, squat and carry objects weighing up to 23 Kg (50 lbs.) with an occasional requirement to lift up to 32 Kg (70 lbs.).
5. Previous operator experience, training, and ability to operate and demonstrate ability to operate the required vehicles and equipment in a safe and responsible manner.
6. Ability to work shifts, including weekends, with minimal supervision.
7. Ability to comprehend and communicate, both written and verbally.
8. Must be able to follow written instructions in performing a variety of tasks. Must be able to use simple arithmetic and complete daily reports or logs as required.
9. Must be able to understand and follow detailed procedures, instructions and take direction.
10. Knowledge of relevant legislation such as Occupational Health and Safety Act and Regulations including W.H.M.I.S. legislation, and Book 7 Traffic Control.
11. Prepared to respond on occasions for emergency overtime duty.

Must possess a valid Class "DZ" Driver's License with a clean driver abstract

THIS POSITION REQUIRES A VALID AND CLEAN CLASS "DZ" DRIVER'S LICENCE AND PROOF THEREOF IS REQUIRED AFTER HIRE.

SALARY:

Salary Grade D

HOURS:

40 per week

THE INCUMBENT SHALL COMPLY WITH ALL HEALTH AND SAFETY POLICIES AND PRACTICES FOR THIS POSITION AND THE WORKPLACE.

PUBLIC WORKS DEPARTMENT
TRANSPORTATION OPERATIONS & MAINTENANCE DIVISION – ROADWAY MAINTENANCE
LOCATION – VARIOUS

WINTER OPERATOR (ROADS) - CUPE 5167

SUMMARY OF DUTIES

Reports to Supervisors within the Transportation Operations & Maintenance Division.

Performs winter operation duties. Operates, inspects and maintains various equipment and or vehicles for snow removal/clearing, blowing and material application operations which may also include general maintenance duties such as pothole patching, roadside litter collection, general labour, drainage inspections etc.

GENERAL DUTIES

Operate, inspect and maintain various pieces of equipment/vehicles such as industrial size snow blowers, single and tandem axle sander/salter/plow trucks, backhoes, tractors, front end loaders, and plow with wing relating to the winter control program.

Performs pre-trip inspections and is responsible for related documentation as per MTO and City of Hamilton policies and procedures such as 70 hours regulations

Interacts with the general public, representatives of external agencies, supervisors and co-workers in a courteous and respectful manner.

Operate and maintain a variety of hand tools such as but not limited to shovels, picks, power tools etc.

Remove snow from sidewalks, pathways, road by shovelling, ploughing, blowing, sanding, or salting.

Perform duties in various locations of the Transportation Operations & Maintenance Division. Duties vary dependent on location, rural or urban setting and weather. They may include duties such as but not limited to filling potholes, shovelling, manual labour, traffic control (flagging), operation of various power tools, vehicles, equipment, ground restoration duties, litter/bulk pick up, working around water pertaining to road and sidewalk maintenance duties.

Perform other duties as assigned which are directly related to the major responsibilities of the division.

Work with competent knowledge in accordance with the provisions of applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures related to occupational Health and Safety.

QUALIFICATIONS

1. Previous operator experience related to roadway and sidewalk snow plowing/spreading/removal operations normally acquired by a combination of education and relevant work experience. OSSD or equivalent would be considered an asset.
2. Previous road maintenance experience of winter and summer programs would be considered an asset
3. Previous experience, training, and competent ability to operate vehicles such as but not limited to: crew cabs, stake, dump trucks, snow plows and other tools and equipment associated with used for winter operations and general road maintenance. Ability to operate vehicles, tools and equipment in a safe manner.

4. Must be able to understand and follow detailed procedures, instructions and take direction. Ability to accurately complete various logs, documents, inspection forms and other administrative information. Able to use fractions and decimal arithmetic and simple formulas, diagrams and drawings.
5. Must have good interpersonal skills to interact with supervisors, co-workers and the public.
6. Knowledge of relevant legislation such as the Occupational Health and Safety Act, Highway Traffic Act, Book 7 and Hours of Service Regulations, W.H.M.I.S. legislation and other relevant construction related legislation.
7. Must be available and able to work shifts and on callouts, including weekends, nights etc. with crew as well as independently with minimal supervision. Winter operations includes to work beyond 8hr. work shift, overtime, callouts, weekends, nights etc., when required.
8. Must be able to lift a minimum of 23kgs with an occasional requirement to lift up to 45 kg.
9. Must possess a Class "D" Licence with a "Z" endorsement and an abstract clear of demerit points, infractions and pending infractions and/or a record found to be satisfactory to the City of Hamilton.
10. Demonstrated experience operating a CVOR vehicle for more than 3 years an asset.
11. Must be able to work in adverse road and weather conditions.
12. Working knowledge and computer skills utilizing Microsoft office, Web search engines, GPS tools and windows functions an asset.

THIS POSITION REQUIRES A VALID CLASS "DZ" DRIVER'S LICENCE AND PROOF THEREOF IS REQUIRED AFTER HIRE.

NOTE 1:

This position will involve shift work.

NOTE 2:

Candidates being considered for this position must satisfactorily pass a driving evaluation, written evaluation and interview.

SALARY:

Salary Grade E

HOURS:

40 per week