

CITY OF HAMILTON

THIS IS A DUAL POSITION, CONSISTING OF TWO SEPARATE JOB DESCRIPTIONS/POSITIONS

PUBLIC WORKS DEPARTMENT

ROADS & TRAFFIC DIVISION – ROAD OPERATIONS & MAINTENANCE

LOCATION – VARIOUS

WINTER OPERATOR (ROADS) - CUPE 5167

SUMMARY OF DUTIES

Reports to Supervisors within the Roads & Traffic 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 Roads & Traffic 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.

5. 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.
6. Must have good interpersonal skills to interact with supervisors, co-workers and the public.
7. 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.
8. 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.
9. Must be able to lift a minimum of 23kgs with an occasional requirement to lift up to 45 kg.
10. 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.
11. Demonstrated experience operating a CVOR vehicle for more than 3 years an asset.
12. Must be able to work in adverse road and weather conditions.
13. 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.

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

PUBLIC WORKS DEPARTMENT
(OPERATIONS & WASTE MANAGEMENT DIVISION – ENVIROMENTAL SERVICES GROUP - PARKS & CEMETERIES SECTION - LOCATION – VARIOUS)

LEAD HAND SPORTS GROUNDSKEEPER - CUPE 5167

SUMMARY OF DUTIES

Reports to District Supervisors, within the Parks and Cemeteries Operations & Maintenance Section. Directs and works with a crew to maintain grounds and facilities at a sports or major Park complex and maintains infrastructure in accordance with prescribed standard operating practices, policies, procedures and specifications

GENERAL DUTIES

Direct and work with a crew and provide direction, coaching and mentoring, training of subordinate staff including students. Oversees all day-to-day activities of the work crew and facilities, plans and assigns work.

Inspect grounds for disease, pest and weed infestation.

Maintain buildings and outdoor structures including cleaning and painting.

Perform minor repairs to infrastructure such as electrical, plumbing, irrigation and mechanical, bleachers, benches and fencing.

Prepare cost estimates and provide quotes.

Maintain records, inspection logs such as pesticide or herbicide usage, sports field maintenance, field and diamond use, regulatory signage, reflectivity signage, gates and bollards.

Re-schedule and arrange use of sports facilities.

Liaise with user groups (i.e. local, national and international sport user groups, special events organizers, media etc.).

Oversee work of contractors.

Receive and answer inquiries from public, other departments, contractors and sports groups.

Operate hand and power tools and equipment such as saws, hammers, drills, edgers, augers, line strippers, shovels, rakes, wheelbarrows etc.

Requisition and maintain an inventory of supplies.

Drive service vehicles; pick up and deliver material; load and unload vehicle.

Perform repairs and preventative maintenance on tools, equipment and vehicles.

Ensure that employees are provided with and use the appropriate equipment, material and/or procedures required to perform the assigned duties.

Ensure that all employees perform work in accordance with applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures.

Ensure that appropriate action is recommended for those employees who do not work in compliance with legislation, policies and procedures.

Work 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.

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

QUALIFICATIONS

1. Previous experience related to performing maintenance duties in a parks maintenance environment normally acquired by a combination of education and extensive relevant work experience.
2. Demonstrated ability in directing work crews and carrying out a variety of complex tasks and providing direction, coaching and mentoring, and training of subordinate staff.
3. Demonstrated ability in operating tools and equipment in a safe manner such as saws, hammers, drills, front-end loader, various snow removal equipment, lawnmowers, weedeater and baseball groomer, top dresser, overseeder, coring equipment, fertilizer spreader and various specialized Turf equipment.
4. Must be able to understand and follow detailed procedures, and ability to read and interpret landscape and construction drawings.
5. Must be able to use fractions and decimal arithmetic and simple formulas, diagrams and drawings.
6. Must be familiar with turf grass horticultural practices and irrigation systems.
7. Pesticide license preferred.
8. Horticultural diploma in Turf Management preferred.
9. Certified Parks Technologist (CPT) preferred
10. Must possess a valid Class "DZ" Driver's Licence.
11. Demonstrated knowledge of the Health and Safety Act and applicable regulations as it relates to the position.

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

NOTE 1:

Must be able to work afternoons and weekends. Pesticide Licence not required at hiring but expectation that it will be required within one year of hiring.

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

It is the responsibility of applicants to supply qualifications, licences and related experience relevant to the qualifications outlined above with their application for this competition and ensure that their application reaches **Human Resources by the closing date** or they may not be considered. On the basis of the criteria set out above, this posting is open to all present employees.