



## District of Tumbler Ridge Job Description

# Heavy Equipment Operator I, PW

**Department:** Public Works, PW  
**Reports To:** Roads Foreman, PW  
**Updated:** March 6<sup>th</sup>, 2024

**About us:** The District of Tumbler Ridge is a great place to live and work. Our operations are diverse, requiring a variety of positions as well as different levels of skill and education.

**About the role:** Under the direction of the Roads Foreman, the Heavy Equipment Operator (I) will perform a variety of general and specific duties while playing a crucial role in maintaining and enhancing the infrastructure of the community. Operating heavy machinery, the Heavy Equipment Operator I will contribute to the construction, repair, and maintenance of roads and other public facilities.

- Responsibilities:**
- Operate various heavy machinery such as, vactors, loaders, and graders to perform tasks including excavation, grading, and material handling.
  - From time to time will cover operating the Light equipment fleet.
  - Assist in the construction and maintenance of roads, sidewalks, drainage systems, and other public infrastructure projects.
  - Ensure compliance with safety protocols and regulations while operating equipment to prevent accidents and injuries.
  - Perform daily maintenance checks on machinery, including inspecting fluids, and identifying any potential issues to ensure optimal performance and longevity of equipment.
  - Collaborate with other department staff to coordinate tasks effectively and achieve project goals within specified timelines.
  - Maintain accurate records of work performed, equipment usage, and maintenance activities.
  - Identify and report equipment malfunctions or maintenance needs promptly to minimize downtime and maximize productivity.
  - Able to follow company procedures and adhere to company standards, proper and safe usage of all tools and equipment.
  - Assist with manual labor tasks such as digging, lifting, and loading/unloading materials as needed.
  - Collaborate with team members to coordinate work activities and prioritize tasks to meet project deadlines.
  - Perform other related duties as assigned.



## District of Tumbler Ridge Job Description

# Heavy Equipment Operator I, PW

### Candidate Requirements:

- **REQUIRED** - Valid minimum class 5 BC Vehicle operator permit with driver abstract
- **REQUIRED** - Grade 12 or equivalent.
- **REQUIRED** - First Aid Training Certification.
- **REQUIRED** - WHMIS Certification or willing to obtain.
- **REQUIRED** – Confined Space Certification or willing to obtain.
- **REQUIRED** – Traffic Control Certification or willing to obtain.
- **REQUIRED** - Fall arrest Certification or willing to obtain.
- **REQUIRED** – Air Endorsement
- **REQUIRED** – Class one (1) or three (3) with Air Brakes Endorsement or willing to obtain.
- **PREFERRED** – Appropriate training and working knowledge.
- **PREFERRED** - Minimum of two (2) years experience in a municipal public works environment.

**NOTE:** The above statement reflects the general details considered necessary to describe the principal functions of the job identified and shall not be construed as a detailed description of all the work requirements that may be of inherent in the job.

### Working Conditions

The work schedule will normally be an eight (8) hour shift, Monday to Friday with start times varying and will have the ability to be oncall and cover weekend shifts on a rotating basis with other public works employees. The Heavy Equipment Operator I will be entitled to the benefits and conditions of employment as established in the C.U.P.E. Local 2979 Collective Agreement.

**\*\*CRIMINAL RECORD CHECK MUST BE COMPLETED\*\***

**\*\*DRUG AND ALCOHOL TEST MUST BE COMPLETED\*\***