

Job Description

Labourer

POSITION SYNOPSIS AND PURPOSE

(A position overview and how it aligns with corporate strategies)



Reporting to the Public Works Supervisor, Labourer is responsible for safely and effectively operating equipment or tools, especially manual labour as directed. This position will work jointly with division employees to execute work plans for the installation, operation and maintenance of municipal infrastructure such as water, sewers, transportation or trail systems.

Labourer includes operating light vehicles (<4500kg GVWR), chainsaws, cutoff saws or similar portable tools as well as plate tampers, line painting equipment, etc.

MAJOR RESPONSIBILITIES

(Position activities and allocation of time spent doing each activity)



Description	Approximate Time Spent (%)
Manual Labour - Operating tampers, saws or other hydro-carbon or electric-powered tools and equipment - Utilizing shovels, rakes, picks, bars or other hand-held implements - Working from a ladder other complex spaces	90%
Other - Completing hazard assessments with work groups - Providing work records or completing equipment inspection as required	10%

***Note:** All activities are expected to be performed in a safe manner, in accordance with the *Occupational Health and Safety Act* and its Regulations, along with Corporate Safety policies, procedures and programs. In addition, all necessary personal protective equipment must be used and maintained in good condition.

MINIMUM QUALIFICATIONS

(Must Have)



Education (degree/diploma/certifications):

- High-school diploma or equivalent
- Class 5 NS Drivers License with Condition 15 endorsement
- Additional compulsory training will be required and provided by the employer

Experience:

- 3 years experience in general construction or other relevant maintenance field
- Work in a municipal environment an asset

Knowledge/Skill/Ability:

- Able to work independently or in a group environment to accomplish time-sensitive critical tasks in a demanding environment
- Able to safely, efficiently and satisfactorily operate specialized tools and equipment
- Experience in civil construction such as road, water and wastewater
- Experience in snow and ice control (eg: plowing, sanding, salting, or shovelling)

WORK CONDITIONS



Work Demands

This position spends approximately:

- 10% of the time indoors
- 65% of the time outdoors
- 25% of the time driving a vehicle during work

Physical effort:

- Able to spend extended periods of time walking, standing or crouching while carrying, lifting or applying other motor skills
- Able to transport objects or equipment up to 25kg on/off vehicles, up/down stairs safely
- Able to recognize and identify objects or surfaces at a distance

Mental effort:

- Able to complete tasks in a noisy environment while applying established protocols on time
- Able to understand direction and adhere to workplace protocol

Hours of work:

- As per Collective Bargaining Agreement

Work Location:

- ☒ On-site (100% of work performed on-site)
- ☐ Hybrid (Combination of on-site and remote work)
- ☐ Mostly Remote (Most time spent working remotely with limited time spent in the office)

Note: Mostly remote positions are required to attend regularly scheduled team meetings, training, and collaboration opportunities on-site. Appropriate notice will be provided.

ACCOUNTABILITY AND INITIATIVE**Independent Decision Making:**

- This position does not make independent decisions

Financials and Budget:

- Makes recommendations to the Public Works Supervisor for purchases

Confidential Information:

- This position has no access to sensitive or confidential information

Creativity and Ingenuity:

- n/a

Leadership, Supervision and Functional Advice**Employees this role manages or supervises:**

- This position does not manage or supervise any employees

Functional advice this role may provide and to whom it is provided:

- This position does not provide functional advice

POSITION CLASSIFICATION

(Where this position fits)



Position Title: Labourer	Division: Public Works
Department: Infrastructure	Classification: Labourer
Positions Supervised Directly: none	Reports to (Direct): Public Works Supervisor
Salary Grade: As per Collective Bargaining Agreement	Positions Supervised Indirectly: none
Hours per week: As per Collective Bargaining Agreement	Work Location: Public Works Garage, 142 Hank Snow Dr, Liverpool
Effective Date: January 17, 2025	Revision Date:

Organizational Chart

The reporting relationship of this position to others within the immediate department.

